

City of Boulder Open Space and Mountain Parks Vegetation Management Supervisor (Supervisor I)

Full job listing: <https://bouldercolorado.gov/human-resources/city-jobs>

The City of Boulder is a great place to live, work, grow and play.

With over 300 miles of dedicated bikeways and more than 150 miles of hiking trails, Boulder values active lifestyles and access to nature. Forty-five thousand acres of land provide open space for parks and a green belt around the city. With world class restaurants and art and music venues, The City of Boulder values diverse culture.

Respect is one of our five [City Values](#) (including Customer Service, Collaboration, Integrity and Innovation) and we are committed to equity, diversity and inclusion. We celebrate and support our differences across all spectrums, including but not limited to ethnicity, gender, age, disability and sexuality. Through our focus on [Racial Equity](#), our [employee benefits](#), and the many programs resources we offer our staff, we continually strive to weave respect for one another into the fabric of our organization.

Add your voice and talents to the City of Boulder and help us grow in service excellence for an inspired future.

This job posting is “continuous” or “open until filled” and will close when a qualified candidate is identified and/or hired.

Overview of Role:

The Vegetation Management Supervisor will provide support and leadership to advance the goals of the department’s vegetation and invasive species management program. This position will work collaboratively with ecology, planning, recreation, and agriculture staff to develop and implement a strategic plan for vegetation and invasive species management on the City of Boulder Open Space and Mountain Parks (OSMP) system and address the threat noxious and non-native species pose to Boulder’s native ecosystems. This position will supervise standard and temporary staff to meet operational goals, coordinate with contractors and other work groups to complete projects, collaborate on larger departmental priorities and planning efforts, stay current on research and science-based management practices, and conduct project tracking and monitoring to ensure and communicate management success.

Duties and Responsibilities:

Works in a collaborative manner to oversee and manage the implementation of the vegetation and invasive species management program, which includes the following:

- Develop comprehensive, strategic program planning to support charter purposes, meet emergent needs, and to create a framework for new vegetation and invasive species management projects.
- Implement short, medium, and long-term vegetation and invasive species management projects identified in OSMP plans and by the Vegetation Stewardship Supervisor; is often responsible for all aspects of project management (technical review, crew and contractor oversight, budget, and schedule management, etc.).

- Plan for and implement appropriate management of state listed noxious weed species on OSMP managed lands.
- Serve as a consulting resource on broader departmental priorities that may impact non-native species populations.
- Build effective alliances with other department service areas, city departments, local, state, and federal agencies, and public interest groups.
- Manages capital and operating budgets associated with the program and related projects; responsible for business processes; pursue grant opportunities related to program goals

Leads, manages, directs, and informs standard, temporary, and seasonal program staff

- Supervises and provides direction to program staff, typically crew leaders, technicians, and/or coordinators.
- Proactively and positively communicates city and department initiatives to program staff.
- Develops work plans for staff and crews to accomplish program goals.
- Leads and mentors program staff based on principles of empowerment, listening, standards of excellence, city and department values, community connections, and responsiveness.
- Establishes work priorities to ensure that standards, and departmental needs are met.
- Recognizes the needs of staff, coaches them, and seeks training and experiential opportunities to help develop skills and capacity.
- Conducts annual performance evaluations for standard staff, ensures required training needs are being met, and manages personnel budgets.
- Develops and ensures contractor compliance with contract terms.

Perform public and staff information and outreach activities including applicable liaison roles.

- Resolves public concerns related to program disciplines.
- Develops and conducts informational and interpretive presentations to educational institutions, organizations, and the public.
- Provides periodic training for staff and volunteers.
- Develops and presents written and oral reports on programs and projects to service area, department, and city management staff, city advisory boards, Open Space Board of Trustees, and City Council.
- May publish scientific papers in peer-reviewed journals and conference proceedings.

Coordinates and conducts research and monitoring related to the vegetation and invasive species management program for the department.

- Coordinates with the OSMP Science Officer on design, implementation, field data collection, and analysis of monitoring, mapping, and research projects on OSMP properties to support program goals and department policy.
- Stays current in research methodologies and scientific literature related to program disciplines.
- Develops requests for research proposals, evaluates research requests from outside agencies and individuals, monitors and tracks field work, reviews, and approves final reports.

Other

- Maintains a high level of professionalism and integrity; provides excellent customer services to internal and external customers; listens to questions and concerns, evaluates issues and possible solutions, works collaboratively with the OSMP and other city teams to find solutions to challenges that arise; inspires confidence and respect; uses feedback from others to grow and develop.

- Takes proper safety precautions, anticipates unsafe circumstances, and acts accordingly to prevent accidents. Responsible for the safety of self, others, materials, and equipment. Uses all required safety equipment and follows all safety regulations, policies and procedures. Reports all accidents and damage to city property.
- Actively supports and upholds the city's stated mission and values. Optimizes the use of resources; responsible for knowing and complying with all city and department policies; participating in professional trainings and development; and adhering to attendance and workplace attire policies.

Required qualifications:

- Strong organizational skills and the ability to work in a constantly evolving environment.
- Excellent educational foundation including a degree in natural resource management, weed science, ecology, agriculture, environmental sciences, forestry, or related field plus a minimum of four years work experience in land management.
- Prior supervisory or leadership experience.
- Demonstrated ability to work independently with minimal supervision and to assume responsibility.
- Experience using a variety of inventory and monitoring tools, such as ArcGIS, GPS technology, Microsoft Office, and data analysis software.
- Ability and willingness to attend evening meetings and work early or late hours as necessary for field work.
- Physical ability and willingness to perform a wide range of physical and manual tasks in adverse weather and field conditions.
- Ability to work under stress from demanding deadlines, public contact, and changing priorities and conditions.
- Ability to use all safety equipment.
- Possession of a valid driver's license and having and maintaining an acceptable motor vehicle record.

Required competencies:

- **Project management:** Demonstrated experience managing projects that involve many variables including time, people, logistics, resources, guidelines/specifications, and responding to unexpected or additional elements. The ability to manage multiple projects with varying requirements simultaneously. Strong time organizational and time management skills. The ability to meet deadlines with limited supervision.
- **Critical Thinking:** Skill in using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems. Demonstrated analytical skills.
- **Teamwork:** The ability to plan and coordinate the work of others; work effectively as a leader or individual contributor of formal and informal teams; understand the interests and concerns of others and able and willing to share and receive information; cooperate within and across groups and supports group decisions. The ability to establish and maintain effective working relationships with employees, departments, governmental agencies, and the public
- **Decision Making:** Skilled at making good and timely decisions based upon a mixture of analysis, wisdom, experience, and judgment; makes decisions in a timely manner sometimes with incomplete information and under tight deadline; seeks help from others to get even better results.
- **Effective communication:** The ability to prepare effective written reports and public presentations, and to work and communicate effectively with diverse groups of people, including the ability to interact courteously with the public and land users. Skill in communicating orally and in writing with people outside the organization, representing the organization to customers, the public, other government agencies, and other external sources.

- **Initiative and Independence:** The ability to identify what needs to be done and doing it before being asked or before the situation requires it. Ability to work independently with limited supervision.

Preferred qualifications:

- Demonstrated knowledge and experience with vegetation and invasive species management, monitoring techniques and activities in Western High Plains and/or Rocky Mountain Front Range Foothills ecosystems, including conducting mechanical and chemical treatments and weed mapping.
- Demonstrated ability to correctly identify Rocky Mountain Front Range plants.
- Experience managing and directing field crews to meet natural resource management goals.
- Strong proficiency with ArcGIS.
- Advanced degree in natural resource management, weed science, ecology, agriculture, environmental sciences, forestry, or related field.

Preferred competencies:

- **Intellectual Horsepower:** Skill at comfortably dealing with difficult concepts and complexity; intellectually sharp, capable, and agile.
- **Customer Service:** Knowledge of principles and processes for providing customer service including customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
- **Updating and Using Relevant Knowledge:** Skill at keeping up-to-date technically and applying new knowledge to the job and work of the group.
- **Drive for Results:** Steadfastly pushes self and others for results; skill at consistently delivering results; accomplishes work on time without alienating others.
- **Business Acumen:** Knows how professional work fits into the overall business of the department; knowledgeable and current in business policies and practice; broad thinking.

ACCOMMODATIONS: Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this position.

The City of Boulder provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, national origin, sex, sexual orientation, gender identity, national origin, disability, genetic information, age, or any other status protected under federal, state, and/or local law.