



Position: Community Disaster Recovery Coordinator

Trees Forever and the Iowa Department of Natural Resources (DNR) have partnered to hire a full-time Community Disaster Recovery Technician. The two organizations share the goal to grow healthy, thriving trees and forests while responding to communities most impacted by the August 2020 derecho storm and emerald ash borer.

This position will take an active role in developing partnerships, reaching out to communities impacted by the storm, providing education, and overall helping communities recover their tree canopy. Funding for this position is currently secured for one year, with potential for extension.

The applicant will serve as an employee of Trees Forever and receive work direction from the Iowa DNR. Instructions and work priorities will be agreed upon by the DNR State Forester, DNR Urban Forestry Coordinator, and Trees Forever. Training and support will be provided by the Iowa DNR and Trees Forever.

Roles and Responsibilities

- Coordinate, connect, and facilitate discussions and steps to take action for storm and pest recovery
 - Coordinate community forestry recovery efforts within a 27 county storm-impacted area and statewide emerald ash borer recovery.
 - Extend the capacity of and work in consultation with DNR District Foresters and Trees Forever Field Coordinators to meet the needs of storm-impacted communities.
 - Support and guide tree planting projects aimed at restoring tree canopy in the affected areas.
 - Provide urban and community forestry technical assistance to volunteer leaders, tree boards and other groups.
 - Connect stake holders across multiple organizations to promote tree planting opportunities.
 - Assist Urban Forestry and Trees Forever staff in developing communication materials such as, but not limited to, newsletters, publications, fact sheets, news releases, social media and the web content.
- Assess storm impacts and make appropriate recommendations
 - Assist cities with urban forestry related activities such as city public/private tree inventories, risk assessment and canopy cover assessments
 - Provide urban forestry recommendations such as species selection, stormwater mitigation, disaster preparation, and long-term / master planning
- Lead, motivate, and coordinate volunteers, community groups, and city staff.
 - Conduct conservation education programs and plantings such as Trees for Kids and have working knowledge of opportunities from Trees Forever and other partners.

- Develop and train a network of volunteers to assist communities with planning and recovery.

The ideal candidate will possess the following attributes:

- Superior communication (written and oral) skills. Must be comfortable both speaking in public and in engaging community leader and volunteers in group discussions or one-one-one.
- Ability to work independently, yet skilled in facilitating conversations and action across multiple entities.
- Willingness to be a vocal advocate for community needs and urban forestry.
- Familiarity with MS Word, MS Excel and ArcMap.
- Valid driver's license required with an acceptable driving record. A vehicle will be provided for work-related trips.

Qualifications

Bachelor's degree preferred, but not required. Preference will be given to candidates who have education and/or professional experience related to community involvement, emergency management, ecology, or forest management. Demonstrated experience in facilitating people to reach common goals a plus.

Location

Within a 30-minute drive of Cedar Rapids metro. Telework will be considered. Workspace is available at Trees Forever in Marion, IA.

Physical Demands and Work Environment

The physical demands and work environment described here represent those an employee encounters while successfully performing the essential functions of this position. Reasonable accommodations may be made to enable individual with disabilities to perform the essential functions.

- Prolonged periods sitting at a desk and working on a computer
- Bending, stooping, reaching, crouching or lifting up to 50 pounds
- Ability to participate in outdoor projects

Salary and Benefits

Salary: \$42,848

Benefits: Retirement Plan Match to 4% of salary (immediate eligibility)

Access to Medical, Dental, and Vision Coverage-individual and family plans, Life, AD&D Coverage 11 Paid Holidays. 18 days accumulation for first year and 21 days in year two.

Trees Forever and the Iowa DNR are Trees Forever and the Iowa DNR provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. We reserve the right to conduct background checks and drug screenings.

Closing date: April 5, 2023. Please submit cover letter and resume to [hiring@treesforever.org](mailto: hiring@treesforever.org)