



## Cow Creek Government Office

### Timber Operations Manager

Job Code: 1905  
Department: Forestry Department  
Location: Roseburg, OR.  
Minimum Salary: \$93,045.89

Date Written/Revised: 12/20/2017, 04/24/24

#### POSITION PURPOSE:

The Forest Operation Manager will be responsible for the planning, administration, performance, and analysis of the Tribe's timber sale program on all Tribal lands.

#### ESSENTIAL FUNCTIONS:

##### Timberland Planning and Management:

- Develop comprehensive multi-year harvest unit and timber sale plans for all Tribal timberlands.
- Prioritize and designate harvest units, considering environmental regulations, stream classifications, and buffer requirements.

##### Harvest and Unit Design:

- Identify suitable harvesting techniques and methodologies for each unit.
- Demonstrate proficiency in surveying techniques for property subdivision, including reading property deeds and creating crossing plat maps.

##### Road Engineering and Infrastructure Development:

- Design and construct new roads with appropriate grades, slopes, and crossings.
- Ensure compliance with regulatory requirements for road construction and maintenance.

##### Timber Cruising:

- Oversee timber cruises using various methods such as variable plots, fixed plots, strip, and tree count.

##### Market Analysis and Management:

- Stay informed about local timber markets, including demand, pricing trends, and market timing.
- Manage timber sales, including volume tracking, payment processes, and contractual obligations with purchasers.

##### Customer Relations and Stakeholder Engagement:

- Foster positive relationships with Tribal members, community stakeholders, and external partners involved in timberland management.

- Act as a liaison between the Tribal organization and external purchasers, ensuring clear communication and addressing concerns promptly.
- Respond to inquiries, complaints, and feedback from customers and stakeholders in a professional and timely manner.
- Collaborate with internal teams to incorporate stakeholder input into timberland management plans and decision-making processes.
- Represent the Tribal organization at meetings, conferences, and public forums to promote transparency and build trust with stakeholders.

#### Logging Administration and Contractor Management:

- Coordinate with loggers, truck drivers, government agencies, and other stakeholders to ensure efficient operations.
- Oversee logging activities to ensure compliance with safety, environmental, and contractual requirements.

#### Contract Management:

- Develop and modify contracts tailored to specific timber sales and service agreements.
- Ensure contracts meet legal requirements, adhere to Tribal best practices, and protect the interests of the Tribe.

### QUALIFICATIONS:

- Bachelor's Degree in Forest Engineering or Forestry with 10 years' experience in harvest unit layout, harvest systems, forest development, road engineering, layout and construction, timber cruising, silviculture treatments, and young stand management.
- Must have an understanding of project management principles and techniques as they relate to forest resources.
- Must have knowledge, understanding, and application of economic principles, harvesting costs, and regional log markets and pricing.
- Must have a working competence in computer applications utilizing software programs, word processing, database, and spreadsheet, forestry and engineering programs, forest growth modeling, forest inventory, GPS and GIS equipment, and software to be proficient in desktop publishing.
- Must work well with regulatory agencies and provide leadership in obtaining/securing permits for forest operations.
- Specific knowledge of federal and Tribal laws, regulations, policies, and standards applicable to the management of natural resources under jurisdiction of the Cow Creek Tribe and general knowledge of the State of Oregon legal and regulatory framework governing management of natural resources.
- Knowledge of economic principles and marketing strategies for the commercial sale of forest products and other natural resources commodities.
- Specific knowledge of federal resource management plans and standards and guidelines for managing federal lands adjacent to the Tribe's Cow Creek Forest lands (specifically the Northwest Forest Plan).
- Must have valid Oregon driver's license.