

Job Announcement



Job Title: Tree Planting Crew

Overview

Open Dates: Applicants are considered on a rolling basis
Classification: Nonexempt, full-time
Employment Terms: At will

Location: Washington, D.C.
Department: Tree Planting

Summary

Casey Trees is a Washington D.C.-based nonprofit, established in 2002, committed to restoring, enhancing and protecting the tree canopy of the nation's capital. To fulfill this mission, we plant trees, engage thousands of volunteers in tree planting and care, provide year-round education courses, monitor the city's tree canopy, develop interactive online tree tools and work with elected officials, developers, and community groups to protect and care for existing trees and to encourage the addition of new ones.

The Tree Planting Crew executes various field operations for all tree planting, care and related activities. This individual receives direction from the Urban Forestry Crew Chief(s) through the Urban Forestry Manager and the Director of Tree Planting. The Tree Planting Crew works with internal/external stakeholders, including TP Arborists, other CT departments, community volunteers, summer crews, etc. This is a full-time, year-round position with competitive benefits upon hire.

Essential Functions

The following functions are representative for the Tree Planting Crew in its entirety - including but not limited to:

General Functions

- Selects, delivers, plants, prunes, inventories, waters and cares for trees
- Operates trucks, trailers, heavy machinery, hand and power tools
- Conducts regular vehicle and tool maintenance, including daily vehicle safety inspections; seasonal vehicle upkeep, regular tool cleaning, inventory, etc., and; upkeeps the office landscape/grounds, as directed
- Consistently demonstrates professionalism, fostering positive relationships with staff and volunteers
- Demonstrates exceptional customer service for internal and external stakeholders
- Assists with tree procurement activities such as sourcing, invoicing, deliveries, inventory and reconciliation
- Collaborates across the organization as required to execute grants, contracts, programs and activities
- Ensures adherence to organizational policies and procedures including, but not limited to: attendance, timeliness, conduct, professionalism, appearance, etc.
- Promotes a safety culture by eliminating/controlling hazardous conditions resulting from human error, equipment and machine operations that may lead to human injury and/or property damage
- Assists with logistical support during trainings, classes, workshops, tours, demonstrations, etc.
- Performs other duties, as requested.

Technical Skills

- Maintains a general knowledge in planting, pruning and tree care techniques
- Demonstrates an ability to use and repair small motorized equipment

Competencies

- Field Work Orientation
- Self-Motivation
- Problem Solving
- Safety Orientation
- Communication Proficiency
- Volunteer Focus

Expected Hours of Work

This is a full-time, year-round position. The schedule will be determined based on planting seasons and volunteer demands. The incumbent must be able and willing to work evenings, weekends, and extended hours when needed.

Required Qualifications

- Valid driver's license with clean driving record and ability to safely drive work vehicles including a pickup truck and trailer
- Professional demeanor and the ability to interact and work with a variety of audiences
- Ability to work both independently as well as in a team environment
- Ability to manage multiple activities simultaneously

Preferred Qualifications

- One year of experience working in landscaping, horticulture, forestry, urban forestry or related field.
- Associate degree in horticulture, landscaping, forestry, urban forestry or related field
- Arborists' certification from the International Society of Arboriculture
- Experience working with and managing volunteers

Benefits

Excellent benefits upon hire including health, dental, vision, paid holidays, and time off.

What you will need to apply

Please enter **Tree Planting Crew** in the subject line of your message and email the following items to the Human Resources Generalist at jobs@caseytrees.org:

- **Résumé (if applicable)**
- **Available start date**
- **Salary requirements**
- **Contact information for three references**

You may also mail these items to:

Casey Trees
Attn. HR
3030 12th Street NE
Washington, DC 20017

Please note that final candidates will be subject to a background check at time of conditional offer.

Equal Employment Opportunity Policy

Casey Trees is proud to be an Equal Opportunity Employer.