



TREE LEADWORKER

Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications may not include all duties performed by individuals within a classification. In addition, specifications are intended to outline the minimum qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.

DEFINITION:

Under general supervision, leads and participates in the operation of the City's tree program; performs the full array of duties assigned to tree maintenance, including skilled and semi-skilled work in the planting, maintenance, trimming, and care of City street and park trees; demonstrates a full understanding of all applicable policies, procedures, and work methods associated with assigned duties; assists in the training of assigned personnel; performs other related duties as required.

DISTINGUISHING CHARACTERISTICS

The Tree Lead Worker is an advanced journey/lead class. Incumbents perform a variety of maintenance tasks and perform lead supervisory duties, including assisting in the planning, assigning, and evaluation of the work of subordinates, giving recommendations on discipline, and providing required training. This classification differs from the next higher classification of Parks Supervisor in that the latter has full supervisory responsibility for tree maintenance crews in the department.

SUPERVISION RECEIVED/EXERCISED

Receives general supervision from the Parks Superintendent/City Arborist and Parks Supervisor. Exercises functional, technical, and lead supervision over assigned staff.

ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

- Leads, reviews, and performs the work of staff engaged in the planting, maintenance, care, and removal of trees and shrubs along streets, in parks, and on other City grounds; assists in the development and implementation of crew assignments; inspects and reviews work methods, performance, and quality of work performed; conducts safety and training meetings; answers questions; provides input and recommendations on employee evaluations; assumes responsibility for the more difficult and complex tasks.
- Recommends service levels to the Supervisors; performs field observations to ensure compliance with department policies, practices, and City ordinances; assists in preparing reports for the Supervisors related to division activities.
- Oversees the operation and maintenance of tree crew equipment and/or machinery, including trucks, lifts, chippers, stump grinders, power tools, and equipment; ensures adherence to safe work methods, procedures, and practices; inspects division equipment and ensures compliance with department practices; responds to maintenance needs.
- Assists in the monitoring of contract services; inspects the work of private contract trimming and removal of City trees.
- Responds to questions, concerns, and emergency calls from the general public; makes recommendations and/or takes appropriate action to resolve issues and problems; responds to inquiries about department policies, rules, regulations, and City ordinances; establishes and maintains a customer service orientation within the work unit.

- Assists other Parks crews and Public Works divisions when required; answers emergency calls from the public and other agencies taking appropriate action.
- Participates and assists in the investigation of accidents involving subordinate personnel; provides input on performance evaluations to the Parks Superintendent/City Arborist and Parks Supervisor; initiates minor disciplinary procedures.
- Demonstrates a full understanding of applicable policies, procedures, and work methods associated with assigned duties; evaluates assigned work activities; estimates time, materials, and equipment necessary for the successful completion of assignments; acquires necessary resources.
- May serve as acting Parks Supervisor as required.
- Establishes positive working relationships with representatives of community organizations, state/local agencies, City management and staff, and the public.
- May be required to perform other park maintenance duties to meet departmental staffing and work productivity requirements.

PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS

Position requires sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping, and making repetitive hand movement in the performance of daily duties. Incumbents perform strenuous work and frequently work at heights well over 10 feet either in an aerial bucket or while suspended by ropes and climbing equipment. The position also requires both near and far vision when inspecting trees and operating assigned equipment. The need to lift, carry, and push tools, equipment, and supplies weighing 55 pounds or more is also required. Additionally, the incumbent in this outdoor position works in all weather conditions, including wet, hot, and cold. The incumbent may use herbicides, which may expose the employee to fumes, dust, and air contaminants, and may be exposed to mechanical and electrical hazards. The nature of the work also requires the incumbent to use power and noise producing tools and equipment, including the frequent use of chain saws; drive motorized vehicles and heavy equipment; and work in heavy vehicle traffic conditions. The incumbent may be required to respond to after-hours emergency call-outs and perform routine standby duties.

Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

QUALIFICATIONS *(The following are minimal qualifications necessary for entry into the classification.)*

Education and/or Experience

Any combination of education and experience that has provided the knowledge, skills, and abilities necessary for a **Tree Leadworker**. A typical way of obtaining the required qualifications is to possess the equivalent of three years of responsible experience in the planting, maintenance, removal, and care of trees, and a high school diploma or equivalent.

License/Certificate

Possession of a valid class C California driver's license. Ability to obtain a Certified Tree Worker (ISA) certification and ACRT Line Clearance Arborist certification within one year. Desirable to possess an Arborist Certification.

KNOWLEDGE/ABILITIES/SKILLS *(The following are a representative sample of the knowledge/abilities and skills necessary to perform essential duties of the position.)*

Knowledge of: Practices, techniques, and methods of tree planting, maintenance, care, and removal; characteristics of healthy tree growth and tree diseases; methods of rigging, including ropes, lines, tackle, and guy wires; practices and techniques for tree climbing; characteristics and proper application procedures for pesticides and herbicides; operational and maintenance characteristics of different types of vehicles, equipment, and tools used in tree maintenance; methods and materials used in an effective weed abatement program; methods and techniques of supervision; proper methods of traffic control and delineation; basic principles of mathematics; techniques of scheduling work assignments; standard office procedures,

practices and equipment; modern office equipment including a computer and applicable software; methods and techniques for record keeping and report preparation and writing; proper English, spelling, and grammar; occupational hazards and standard safety practices.

Ability to: lead and perform a wide variety of tree and care program activities; operate a variety of vehicles, lifts, tools, and equipment used in tree maintenance; climb trees and make proper cuts to drop limbs and remove trees; prune trees for the best effect; properly evaluate the health of trees; estimate time and materials for completion of projects; perform heavy manual labor; work independently and as part of a team; lead, supervise, train, motivate, and evaluate assigned staff; interpret, explain, and apply applicable laws, codes, and regulations; observe safety principles and work in a safe manner; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships.

Skill to: safely and effectively operate a variety of equipment, tools, and vehicles used in park maintenance activities.

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AFSCME 829 MAINTENANCE UNIT
NON-EXEMPT
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