



*Itasca Woodland Services, Inc.'s team members are competent, reliable, and share our core principles. We aim to hire the right people, not just the right resume!*

## **POSITION: FORESTRY INTERNSHIP**

### **PURPOSE OF THE POSITION**

To provide learning and growth opportunities for emerging professionals and to enhance the company's ability to consistently provide a broad range of quality forest inventory and management services to both public and private clientele in Minnesota.

### **GOALS OF THE POSITION**

- **To complete company projects which may include forest inventory, timber stand improvement, tree planting, timber sales, invasive species control, or other forestry related projects in a safe, timely, and efficient manner that is consistent with the company's standards of quality, ethics, and culture.**

### **WHO WE ARE**

**Founded in 1996, Itasca Woodland Services, Inc.** is a customer-centric, growth oriented woodland consulting company. Our mission is to become the leading and most respected provider of forestry consulting services for private landowners in Minnesota, and to have a lasting and positive impact on the people and natural resources we interact with. We always strive to provide exceptional customer service that sets us apart from the competition, and we believe that this is best achieved by producing quality work, effective and timely communication, and by constantly striving to improve and simplify the lives of our clients.

We offer a wide range of woodland services to private individuals and families including woodland management planning, timber harvest administration, access to carbon credits, invasive species control, timber appraisals, timber stand improvement, and tree planting. These services are our primary area of focus, but we also engage in forest inventory or timber stand improvement contracts with public agencies.

Becoming a member of Itasca Woodland Services is more than just a job. It is an opportunity to serve others, have a positive impact on the environment, and educate and inspire the stewards of privately owned lands. We strive to put the right people in the right positions, coach them to excellence and remove barriers to success. We believe that empowering people to utilize their natural strengths and talents leads to a satisfying and engaging career, and company success.

### **Members of Itasca Woodland Services:**

- Are energized by opportunities to serve both our clients and each other.
- Provide the very best customer service through active listening and a passionate desire to simplify and improve the lives of our clients and the service providers that we depend on.
- Understand and appreciate the value that each member brings to the team and how critically important everyone's work is to the success of the company.
- Have ethical standards that exceed client expectations and align with the National Association of Consulting Foresters Code of Ethics.
- Strive for excellence, efficiency, and profitability in our work.
- Approach our daily, weekly, and quarterly goals with determination, tenacity, focus, and a patient, friendly attitude.



#### Members of Itasca Woodland Services:

- Are continually seeking personal growth and ways to improve upon company efficiency and procedures.
- Are able to measure our success by the achievement of challenging but reasonable production and financial goals.
- Appreciate and capitalize on our opportunity to have a lasting and positive impact on our natural and social environment through our actions and influence on others.

**Our motto says it all!**

*----- Serving People, Caring for Nature -----*

If you have a passion to positively impact the woodlands in Minnesota, and ours is the type of professional culture you will thrive in, please apply to join our team. We are currently seeking at least one **full-time Seasonal Forestry Intern**. This is considered an entry-level position with a focus on forest inventory projects.

### WHAT YOU WILL DO

#### Forest Inventory

- **Conduct forest inventory** on public and/or private lands using handheld data recorders and basic forest measurement tools. Operate ATV's, OHV's, or snowmobiles on a daily or periodic basis.

#### Timber Stand Improvement

- **Seedling release, tree planting, etc.**, using handheld mechanized or manual tools.

#### Other Specialized Projects as Needed

- Timber sale boundary marking and inventory.
- Carbon market related projects.
- Control invasive plant species via chemical and mechanical means.

### **WHAT TO EXPECT**

This position is based out of our office in Grand Rapids, MN. In this position you will gain experience in a wide range of forest management activities throughout northern Minnesota, as well as an enhanced understanding of forest ecology in Minnesota timber types. This is a strenuous position requiring a high standard of physical fitness and a willingness to endure difficult, often uncomfortable outdoor settings. This position is approximately 90% outdoors and affected by weather, and as such a high degree of flexibility and willingness to adjust weekly or even daily work schedules is essential in order to maintain progression goals. You will be challenged and encouraged to be your very best and will work with a team of professionals that is committed to providing excellent service, highly efficient teamwork, and mutual respect. The amount of overnight travel that is required will vary by project but is *estimated* to be between 0% - 50% during the term of this position. Includes company paid accommodations and meals per diem when travel is required.



### Personal/Technical skills required to succeed in this position:

- Proficiency in basic forest measurement tools including diameter tape, clinometer, compass and orientation, gps, mobile data recorders, etc.
- Able to interact respectfully and effectively with clients and the general public.
- Ability to operate ATV's, OHV's, or snowmobiles in a safe manner.
- Basic small engines troubleshooting.
- Excellent organizational, planning, and record keeping skills.
- Excellent physical fitness and stamina, able to carry loads of up to 35 pounds for extended periods.
- Excellent judgement and decision making skills in regard to personal safety, production and efficiency, care for equipment and machinery, quality of work, etc.
- Able to solve problems "on the fly" and overcome obstacles to achieve daily goals.
- Ability to identify Lake States tree species at all growth stages and differentiate them from shrubs.
- Able and willing to communicate effectively with team members in a timely and friendly manner.
- Flexibility and an ability to adjust to an ever-changing work environment and weather conditions in order to maximize production in each work day.

### WHO YOU ARE

- You are passionate about your work, woodland management, and are driven to succeed and contribute to your company's success.
- You are optimistic, have a positive attitude, and are respectful and patient with others, and you proactively seek appropriate resolutions to problems or conflicts as appropriate.
- You are internally motivated to bring your best to work each day.
- You use machinery and equipment gently and with appropriate care.
- You are curious and open-minded in exploring solutions and opportunities that enhance the company's image, exposure, workflow and efficiency, and profitability.
- You are humble and patient, always assuming the best in others.
- You handle conflicts with grace and high standards of professionalism.
- You thrive in a fast-paced, driven environment and adapt quickly to changing priorities.
- You have the technical expertise to competently carry out your tasks.
- You are eager to learn from others, and to share what you have learned with others.
- You maintain the highest levels of professional integrity. You always strive to say what you mean, mean what you say, and do what you say you will do.
- You are transparent and accountable with your team. You take responsibility for your errors in judgement or work quality, taking corrective action as warranted.
- You communicate proactively and appropriately at all times. Your communication style is professional and concise.
- You are able to remain engaged in your work and self-motivated working alone in remote and/or isolated environments.

### MAJOR CHALLENGES

- Working through inclement weather, biting/stinging insects, and in difficult terrain.
- Achieving quarterly production goals.
- Managing schedules, frequent obstacles, and task prioritization to maximize workflow efficiency, profitability and completion of projects according to deadlines.



## QUALIFICATIONS

- Enrolled in an Associate's or Bachelor's degree in forestry or related field, or in lieu, extensive experience in logging or forestry.
- Possess knowledge of basic forestry tools such as d-tape, clinometer, angle gauge/BA prism, increment borer, etc.
- Ability to accurately identify most northern Minnesota tree species in all growth stages during leaf-on conditions.
- Possess basic navigational skills using aerial photos, gps, smart phone apps, etc.
- Ability to prioritize, organize, and accept responsibility.
- Demonstrable interpersonal and teamwork skills.
- Average to above average oral and electronic communication skills.
- Excellent professional/academic references.
- Valid driver's license with clean, insurable driving record.

## PREFERRED SKILLS AND CERTIFICATIONS

- 3+ months experience conducting forest inventory or other forestry related tasks requiring tree ID.
- ATV and snowmobile safety certification
- Chainsaw safety training/certification
- Advanced GIS proficiency

## AUTHORITY (after first 12 months)

### Act Alone (with guidance):

- Arrange daily and weekly work schedule
- Expenses and scheduling related to routine maintenance of automotive vehicles, including ATV's and snowmobiles

### Need approval from CEO:

- Purchase forestry equipment and supplies
- Minor to major repairs or upgrades to equipment and machinery

## PERFORMANCE EVALUATION CRITERIA

- Comparison of actual performance to the Goals for this Position
- Fulfillment of the responsibilities for this Position

## PERFORMANCE EVALUATION SCHEDULE

- Weekly one-on-ones, touching base with superior
- Post employment review



***Come see why Itasca Woodland Services is such a great place to work!***

**Employee Satisfaction Survey Results for 2023**

(1 = Strongly Disagree, 5 = Strongly Agree)

1. I know what is expected of me at work – 5
2. I have the materials and equipment I need to do my work right – 5
3. At work, I have the opportunity to do what I do best every day – 5
4. In the last seven days, I have received recognition or praise for doing good work – 5
5. My supervisor, or someone at work, seems to care about me as a person – 5
6. There is someone at work who encourages my development – 5
7. At work, my opinions seem to count – 5
8. My co-workers are committed to doing quality work – 5
9. In the last six months, someone at work has talked to me about my progress – 5
10. This last year, I have had opportunities at work to learn and grow – 5

**COMPENSATION**

\$17 to \$19/hour. Compensation commensurate with documented experience and proven capability.

**BENEFITS (Immediately)**

- **\$500 Signing Bonus! (disbursed in first payroll)**
- **Periodic opportunities for production bonuses and/or overtime pay**
- **Paid Federal Holidays – 8 (per calendar year)**
- **PTO – Meets or exceeds the Minnesota “[Earned Sick and Safe Time](#)” law**
- **Cell Phone Stipend \$50/month**
- **Access to company ATV, OHV and/or snowmobile as needed for work purposes**
- **Use of company truck for work purposes**
- **Opportunity for advancement within the company**

**POSTING DATE**

January 22<sup>nd</sup>, 2024. Position will remain open until filled. Interviews will be scheduled as needed.

**EXPECTED START DATE**

May 15<sup>th</sup>, 2024, or earlier.

**EXPECTED END DATE**

Aug. 20<sup>th</sup>, 2024



**TO APPLY:**

Submit your cover letter, resume, and at least one professional reference and one or more academic references to:

Stan Grossman (CEO)  
[stan@iwsconsulting.com](mailto:stan@iwsconsulting.com)

**STATUS**

Full time permanent. 40 to 48 hour work weeks.

Position(s) will remain open until filled; interviews scheduled as needed.