

**CLASS SPECIFICATION**  
**Botanic Technician I**

FLSA Status: Covered  
Union Representation: Professional and Technical Employees (PTE)

**GENERAL PURPOSE**

Under general supervision, applies botanical, horticultural and natural resource knowledge to the performance of restoration, soft surface trail, and other technical support work in implementing botanic, natural areas and horticultural projects. Works alongside staff, volunteers and nonprofit organizations in carrying out project and maintenance activities; provides input on the implementation of activities, and performs related duties as assigned.

**DISTINGUISHING CHARACTERISTICS**

Botanic Technician is the technical support/assistance level in the Botanic Technician series. Incumbents perform routine support and technical tasks in the implementation of botanic, natural areas, trails and horticultural projects and are expected to apply knowledge of botany, horticulture, trails maintenance and/or resource maintenance to assignments.

Botanic Technician I is distinguished from the Botanic Technician II, in the incumbents in the latter class directs work teams, ensure availability of project materials and resources and reviews, provides on-site training and instruction to volunteers and staff and report on results

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

Any one position in this class may not perform all the duties listed below, nor do the listed examples of duties include all similar and related duties that may be assigned to this class.

1. Performs natural resource restoration work as assigned; removes non-native vegetation with hand and power landscaping equipment and herbicides, plants native plants in natural area locations suited to the plants' growing requirements; applies knowledge of botany, horticulture and/or natural resource areas to assignments.
2. Performs trail project work as assigned; performs soft surface trail construction and maintenance; analyses trail conditions; grades and reroutes soft surface trails as directed; utilizes landscaping hand tools and power tools; maintains bridges, crib walls, drainage features, rock walls, turnpikes and other infrastructure; transports supplies and equipment to remote locations.
3. Performs basic facility maintenance as assigned utilizing hand and power tools.
4. Provides onsite support to staff, contractors and volunteers; answers basic questions; brings issues to supervisor or lead.
5. Provides input to the design and planning of basic habitat enhancement projects; coordinates and plants basic project components as assigned.

6. Conducts trails surveys including slope, length, condition and accessibility; records field conditions; gathers and compiles information.
7. Inputs information into inventory databases.
8. Removes illegally dumped debris and transient camps.
9. May assist with general natural resource projects, curation of botanic collections or with landscape maintenance and construction.

## **MINIMUM QUALIFICATIONS**

### **Knowledge of:**

1. Principles and practices of natural area restoration work.
2. Native and non-native plant identification.
3. Selection and planting of native plants
4. Non-native plant removal.
5. Use of pesticides
6. Techniques and practices of soft surface trail assessment, construction, repair and maintenance.
7. Basic park and facilities maintenance
8. Applicable laws, rules and ordinances related to park use, as well as OSHA standards relating to position.
9. Basic trail construction, masonry and carpentry practices.

### **Ability to:**

1. Operate hand tools, small power equipment, and work vehicles.
2. Operate specialty equipment such as mowers, spray equipment, chainsaws, clinometer and power wheelbarrows.
3. Operate utility vehicles, small trucks, vans, tractors and other vehicles in natural areas, parks and roadways.
4. Operate a personal computer and use basic software.
5. Communicate effectively, verbally, written and via e-mail, with the general public, co-workers and volunteers.
6. Work alongside and provide onsite support to paid and volunteer workers at a wide variety of skill levels.
7. Work constructively in a team environment.
8. Keep accurate and detailed records and information.
9. Effectively navigate and work in remote areas, including off trail work in areas of uneven terrain and extreme weather.

### **Training and Experience:**

A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from high school, trade school or vocational school, or G.E.D. equivalent, supplemented by courses in natural ecosystems, natural resource management, vegetation management, botany, horticulture, natural resource science or an equivalent combination of training and experience.

**Licenses; Certificates; Special Requirements:**

A valid state driver's license may be required for certain assignments

Ability to obtain a public pesticide applicator's license within 6 months of appointment for certain assignments

Ability to obtain and maintain First Aid and CPR certification; Wilderness First Aid certification preferred

Ability to perform physical work in rough field conditions at all times of the year

Chainsaw certification preferred for certain assignments

**PHYSICAL AND MENTAL DEMANDS**

Persons with disabilities may be able to perform the essential duties of this class with reasonable accommodation. Reasonable accommodation will be evaluated on an individual basis and depends, in part, on the specific requirements for the job, the limitations related to disability and the ability of the hiring bureau to accommodate the limitation.

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**Class History:**

Adopted: 06-27-07

June 2009 - Change Job Class number from 6010 to 30000831, due to system change.

Revised: 03-22-10 Changed title from Botanic Technician to Botanic Technician I. Clarified classification duties and distinguishing characteristics from new Botanic Technician II

Revised 4-10-15 Updated duties to clarify soft trail maintenance responsibilities.

July 2017 – Updated union name from COPPEA to PTE