



Director of Urban Forestry

Reports to: Chief Strategy & Operations Officer

About Us: The Texas Trees Foundation (TTF) serves as a catalyst in creating a new green legacy for North Texas through transformational, research-based plans that educate and mobilize the public to activate the social, economic, environmental, and health benefits that trees and urban forestry provide for a better quality of life.

Position Overview: The Director of Urban Forestry is a senior leader responsible for shaping and directing all of TTF's urban forestry programs and activities. The Director of Urban Forestry aligns the activities of internal and external collaborators and cultivates program-based relationships with state, and federal government agencies, private stakeholders, funders, nonprofit organizations, educational institutions, and the media to advance the understanding and use of urban trees for their benefits to human and ecological health.

As part of TTF's Operations team, they will:

- Lead and grow TTF's planting, consulting, workforce, and neighborhood greening programs and staff in alignment with TTF's mission and strategic objectives.
- As TTF's leading forestry expert, refine and apply TTF's urban forestry methodologies and approach across the organization, including across its major capital projects.
- Shape and implement TTF's urban forestry education activities with partners, urban forestry associations, and the general public.
- Inspire and cultivate TTF's urban forestry staff through management, mentoring, training, recruiting, and culture building.

Primary Job Duties:

Leadership and Program Management

- Systematically increase the scale and quality of TTF's tree planting and maintenance programs across four program areas, increasing trees planted annually from ~1,000 + ~1,500+. Maintain or increase the survivability of TTF's trees to 90%+ over 3-years.
- Working closely with the Asst. Mgr. of Planting Operations, envision, plan, approve, and direct all volunteer/grassroots tree planting projects and events. These events are to be conducted with the highest professional standards and expected to encourage donors to seek repeated tree planting opportunities with the Foundation.
- Oversee TTF's TXU Energy Urban Tree Farm and Education Center, working closely with the Asst. Mgr. of Planting Operations and Tree Farm Supervisor. Ensure the tools and mechanization necessary for the Foundation's tree planting projects grow with the



Foundation's tree planting activities. Oversee and ensure tree planting plans include appropriate species and landscape material selection and that nursery stock is of high standards.

- Lead TTF's workforce team, providing direction to the Workforce Program Coordinator. Working with the Asst. Mgr Planting and the Workforce Coordinator, the Director of Urban Forestry oversees the development of an annualized work cycle for workforce participants to support the ongoing urban forestry program and project needs of the Foundation.
- Working with the "Lead Forester" (Sr. Mgr. Consulting), oversee TTF's Consulting projects to provide technical assistance to urban forest stewards, including major landowners, institutions, and governmental entities. Review and edit all related reports to ensure they align with TTF's longstanding record of professional excellence.
- Oversee TTF's South Dallas Greening Initiative, working closely with the Neighborhood Greening Manager. This program aligns all of TTF's programs (including plantings, workforce, Cool Schools, and education) in a single location to maximize the health and environmental benefits in place. While elements of this work will extend beyond the Forestry team, the Neighborhood Greening Manager, under the supervision of the Director of Forestry, serves as the primary program manager and coordinates work across multiple partners and workstreams.
- Collaboratively develop program/project plans and program strategies, subject to executive approval.

Technical Leadership

- Serve as leading expert for TTF in forestry, promoting operational innovation and use of best practices both within the Urban Forestry Programs and across TTF's large capital projects.
- In collaboration with the CEO & CSOO, plan and implement the Foundation's systematic urban forestry outreach and engagement to local, state, and federal government agencies, and educational institutions.
- In collaboration with the CEO & CSOO, steward senior level partner and governmental relationships within the urban forestry community.
- Represent Texas Trees Foundation at local, state, and national conferences and meetings and maintain memberships in appropriate organizations.

Education & Outreach

- In collaboration with the CSOO and Sr. Manager of Marketing & Communications, represent TTF's urban forestry expertise to the general public, key partners, and the media.



- Inspire and support Texas cities in urban forestry planning and implementation of programs and projects.
- Partner with area colleges and universities to develop urban forestry education programs that contribute to TTF's recruitment pipeline and advance TTF's mission.
- Steward senior partner and governmental relationships within urban forestry; nurture and expand strategic partnerships in collaboration with the CSOO.

Team Leadership

- Set annual goals and objectives and program plans, in consultation with the CSOO and TTF's leadership team, for all urban forestry and workforce activities. Monitor and report progress monthly to ensure that goals and objectives are being achieved within budgetary parameters.
- Inspire, develop, and grow TTF's urban forestry team through mentoring, training, recruiting, and culture building. Mention and cultivate management skills among urban forestry Managers.
- Exemplify TTF values and support team performance to TTF values and policies/processes through monitoring and performance management.
- Provide technical leadership in urban forestry to support broader organizational growth and impact, working with other Directors, Managers, and the TTF Executive team across the organization.
- Oversee program performance to budget. The Director of Urban Forestry develops the annual budget for all urban forestry and workforce staff, programs, projects, and activities & works with CSOO & CFO to ensure accuracy of budget and adjusts accordingly.
- Prepare urban forestry and workforce project bids and assist the development team with proposals provided to potential funders. Support large-scale grant opportunities and philanthropic cultivation as directed by the CEO.
- Provide oversight, direction, and management of Foundation's urban forestry related contracts, ensuring compliance with policies, procedures, and reporting.

Required Qualifications/Skills:

- Minimum 10 years experience in urban forestry, or with demonstrated leadership that includes program management, people management, business, and public policy experience.
- Education: Graduate degree in Urban Forestry preferred; work experience may substitute for education.



- Certification: Arborists Certification from the International Society of Arboriculture, or the ability to obtain within one year of appointment.
- Driving: Must be able to acquire and maintain a valid Texas driver's license with a clean driving record.
- Communication: Demonstrated ability to listen and communicate effectively across a range of audiences. Outstanding written and oral communication skills, ability to interact and work with a variety of audiences. Knowledge and experience working with municipal urban foresters, decision makers, and private partners.
- Computer: Proficiency with Microsoft Office suite (Word, Excel, Outlook, PowerPoint, etc.). Ability to become proficient in Asana (project management software) and i-Tree software. GIS experience is vital. Ability to explain GIS results to non-technical audiences in written and verbal format.
- Budgeting: Experience formulating budgets and monitoring spending levels on a monthly basis.
- Project Management: Demonstrated exemplary program and project management skills.
- Industry Standards: Understands the tree nursery industry and how to purchase quality stock. Ability to price all the Foundation's tree costs and planting project cost effectively.
- Technical: Applies urban forestry Best Management Practices ("BMP) and evidence-based design across complex projects and has experience with and provides direction and management of GIS activities.
- Hours: Ability and willingness to work flexible schedules which includes some evenings and weekends, occasional overnight travel may be required.
- Safety: Ability to safely lift objects in excess of 50 lbs. and work within OSHA safety standards.
- Personal:
 - Passion for the mission of the Texas Trees Foundation and connecting people and trees.
 - Deep technical expertise and leadership within the field of urban forestry.
 - Collaborative approach to internal team management, cross-program collaboration, and external partnerships.
 - Welcoming, engaging, and respectful in external and community relations.
 - Committed to service and to achieving TTF's program goals.

Work Hours/Compensation: This is a full-time position, which provides competitive pay commensurate with experience; 75% health insurance coverage; vacation; and a supportive



and engaging work environment with opportunities for professional development. Flexible schedule.

To Apply: Please send a cover letter and resume to elissa@texastrees.org. Resumes will be accepted until the position is filled.