



## 2nd POSTING

### OPEN TO THE GENERAL PUBLIC

**NOTE:** Selection process is in accordance with Chapter 170, as amended.

Post Closes: Tuesday April 21, 2026

Job Title: Forest Inventory Project Forester

Supervisor: GIS and Inventory Forester

Status: RFT

Rate: Minimum Rate \$20

#### **SCOPE OF WORK:**

The incumbent is responsible for the management of the Forest Inventory section, including the Continuous Forest Inventory (CFI), Operations Inventory, (OpInv), enterprise GIS and all other inventory systems and processes, for long-range planning and monitoring activities in forest management.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

**Must have the knowledge, skills, and ability to perform the following:**

1. The Menominee Reservation and the tribal forest management system, including the MTE Forest Management Plan.
2. Fieldwork including timber cruising to determine volume, stand exams, measuring basal areas and other stand level parameters
3. Computers, including Windows operating system, Microsoft Office applications, and android operating systems
4. Help plan, supervise, and coordinate the Continuous Forest Inventory (CFI) program, and any scheduled CFI measurements.
5. National Environmental Protection Act, Tribal Wetland Ordinance, and State BMPs.
6. Maintaining the operations inventory (OpInv)
7. Ecological habitat typing.
8. Use of standard templates and customized production of maps in the ArcGIS environment.
9. Annual planning, scheduling, and implementing forest data collection projects.
10. Developing and maintaining an annual harvest schedule based on sustained yield principles.
11. Maintaining all forestry-related GIS data and associated attributes Edits are to be performed in the ArcGIS 10.x and ArcPro 2.x environment using the geodatabase data
12. Training forestry staff to perform data collection for updating the forest inventory
13. Public speaking and educating the public.
14. GPS work to designate stand boundaries, road location, wetlands, and other important mapping data.
15. Communicate in a professional manner to maintain effective relationships with employees and others.
16. Work flexible schedules due to seasonal priorities.
17. Perform data entry and operate mapping software on a personal computer efficiently and effectively.
18. Perform other duties as assigned by supervisor.

#### **WORKING CONDITIONS:**

Works in extreme hot, cold, dusty, humid, bug infested, poison oak & ivy, rough terrain, and other undesirable environmental conditions. Requires extensive walking, climbing, bending, and operation of

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equipment. Must be able to walk up to five miles and lift and carry up to 50 lbs. Must wear all necessary safety apparel and equipment and comply with all safety policies and practices of MTE.

**QUALIFICATIONS:**

Bachelor's Degree in Forestry, Environmental Sciences, or related field, preferably with an emphasis in GIS analysis and administration and preferable experience of one (1) year of forestry management related experience. Or Associate's degree in Forestry, Environmental Sciences, or related field, preferably with an emphasis in GIS analysis and administration and two (2) years of forestry management related experience. Must possess and maintain a valid Wisconsin Driver's License and be insurable under MTE standards.

**APPLICATION PROCESS:**

1. Completed application
2. Copy of Tribal enrollment
3. Copy of diploma or equivalent.
4. Honorable or general military discharge paperwork

*Note: It is not the responsibility of MTE to notify you of incomplete applications.*

**SUBMIT APPLICATIONS TO:**

Mariah Grignon, Human Resource Generalist  
Menominee Tribal Enterprises, PO Box 10, Neopit, WI 54150

Email: [mariahr@mteewood.com](mailto:mariahr@mteewood.com)

Fax: 715-756-1314

Call: 715-756-3353 if any questions.

\*Applicant must successfully pass a pre-employment drug & alcohol screening and background check.