



Treasury Board of Canada
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CLASSIFICATION STANDARD

FORESTRY

SCIENTIFIC AND PROFESSIONAL CATEGORY

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INTRODUCTION

This standard describes the classification plan used to determine the relative difficulty of jobs allocated to the Forestry Group. It consists of an introduction, definitions of the Scientific and Professional Category and the Forestry Group, and descriptions of levels.

The level description method is used to classify jobs allocated to the Forestry Group. Each of the four levels in the classification plan is described in terms of the primary features used to assign jobs to the level. Jobs are regarded as being of equal difficulty and are assigned to the same level when the duties and responsibilities best correspond, on the whole, with the description of that level.

Descriptions of Levels

Descriptions of levels are used to illustrate levels of jobs. Each description is a brief summary of the complexity of the work and the managerial and specialization expertise required.

Use of the Standard

Four steps are to be followed in applying this classification standard.

1. The position description is studied to ensure understanding of the position as a whole. The relation of the position being evaluated to positions above and below it in the organization is also studied.
2. The allocation of the position to the category and group is confirmed by reference to the definitions and the descriptions of inclusions and exclusions.
3. The position is tentatively assigned to a level by comparing the duties and responsibilities of the position with the level descriptions. The position is tentatively assigned to that level that best corresponds, on the whole, with the duties and responsibilities of the position.
4. The description of the position being evaluated is compared with the descriptions of the levels above and below the level tentatively selected, as a check on the validity of the level selected.

CATEGORY DEFINITION

Occupational categories were repealed by the Public Service Reform Act (PSRA), effective April 1, 1993. Therefore, the occupational category definitions have been deleted from the classification standards.

GROUP DEFINITION

For occupational group allocation, it is recommended that you use the [Occupational Group Definition](#) and [the Occupational Sub-group Definition Maps](#), which provide the 2005 group and sub-group definition and their corresponding inclusion and exclusion statements. The maps explicitly link the relevant parts of the overall 2005 occupational sub-group definition to each classification standard.

LEVEL DESCRIPTIONSLevel 1 Management Forester

Liaison and Implementation Forester
Research Forester

General

Reporting to a senior Forester or equivalent is primarily involved with either operational or research field activities, office or laboratory functions, program implementation or technology transfer and liaison.

The work is assigned; the plan of the work is usually outlined and reviewed for soundness, technical adequacy and requirements of finances, staff and facilities. There may be a requirement to contact other workers in the field, representatives of industry, provincial governments and the public.

Description of Work

- participates in operational and forest management activities or research;
- maps forest types and takes charge of small forest surveys;
- supervises forest operations, including tree planting and fire protection;
- participates in the transfer of operational or research technology;
- participates in preparation of forest management plans and performs many of the tasks in their execution;
- collects, analyses and interprets data;
- may train and supervise non-professional assistants;
- prepares manuscripts and submits these reports for review and publication.

Guidance Received

All activities are reviewed at various stages by the supervisor who reviews, approves work, issues instructions, and prescribes appropriate methodology.

Complexity

Straight forward tasks following prescribed methods to meet defined objectives. Recommending improvements in designs and specifications and in applying standards.

Program Level Responsibility

One or more studies or activities.

Level 2 Research Forester
 Liaison and Implementation Forester
 Management Forester

General

Reporting to a Senior Forester or equivalent, carries out responsibilities within a field of specialization such as forest research, forest management or in a liaison and technology transfer capacity.

The work is under general supervision and involves the determination of priorities, the programming and scheduling of assignments and may require the review of work of others.

Description of Work

- serves on committees or panels;
- supervision of other Foresters and support staff;
- preparation, analysis and interpretation of project results;
- discusses plans with cooperators and executes cooperative projects;
- assesses and reports on comparable projects conducted by other agencies;
- conducts research in a specific field of forestry requiring the treatment of several related problem areas;
- prepares forest management and operating plans;
- writes reports for publication and reviews scientific manuscripts of others.

Guidance Received

Under general supervision develops and coordinates work schedules, identifies reports and recommends on work performance by others with the aim of recognizing and encouraging excellence. Prepares plans and estimates and develops specifications to meet requirements.

Complexity

Problems are solved by adapting and applying standards and other guidelines in accordance with accepted forestry practices and applying methods developed in other assignments. Recommendations are formulated for consideration by superiors. Work is reviewed for attainment of objectives, completeness of coverage and adherence to policies.

Program Level Responsibility

One or more projects or studies on sub-programs.

Level 3 Senior Management Forester
 Senior Liaison and Implementation Forester
 Senior Research Forester

General

Reporting to a senior manager is responsible for the organizing and managing of a field of specialization and is usually considered as the professional or technical adviser/authority in the specific field. Little technical guidance is received.

Description of Work

- responsible for long term and fiscal planning, supervision, administration and budgetary consideration;
- supervises and manages other professionals and support staff;
- prepares work plans and conducts and supervises studies of social, economic and other forest management factors for one or more specific areas;
- reviews manuscripts or reports prepared by subordinates and approves their publication;
- assumes responsibility, within policy limitations, for the administration of agreements, subject to headquarters review and certification;
- analyses results, writes publication and presents papers;
- advises public and private sectors on research developments and technical advances;
- represents the Agency on technical committees and task forces composed of industry and government representatives;
- acts as the Agency's authority at regional, national and international levels;
- reviews manuscripts written by outside scientists;
- supervises project contracts as the scientific authority. Guidance

Level

Under direction, prepares workplans and analyses problems, selects critical factors for investigation, selects the most effective approach, and organizes and conducts investigations.

Complexity

Problems are unique or complex and their solution requires an innovative approach to develop and apply new theoretical knowledge, experimental data and advanced forestry practices. Recommendations involving long-term plans or significant resources are usually referred to senior authority for approval. Work is reviewed for completeness of coverage and adherence to policy.

Program Level Responsibility

Program responsibility on a regional or sector basis which involves coordinating related projects across other regions or with a lead role for setting national priorities.

Level 4 Forest Scientific Advisor
 Liaison and Implementation Forest Manager
 Forest Research Manager

General

Reporting to a senior manager or executive of the Agency, administers, coordinates, reviews or undertakes comprehensive programs of research liaison, agreements, or acts as the professional authority in a given area of specialization. Within the limit of the federal government's mandate, prepares plans and strategies for technical development, industrial research and the transfer of technology, on a regional, national or international basis.

Description of Work

- reviews, analyses and recommends changes in programs within one or more fields of specialization - such as forest management, industrial liaison, forest research;
- influences research direction by identifying clients' needs or new areas for development; -

 coordinates the execution of surveys;
- acts as a scientific authority in a field(s) of specialization, participates in policy development and represents the agency on national or international committees;
- plans and monitors liaison programs in several areas of program activity;
- reviews and analyses activities covered by agreements, advises on the interpretation of agreements, reviews claims and recommends payment;
- directs and manages a program including supervision of a number of professional and support staff;
- develops long term plans/guidelines for the Agency in specific fields;
- serves as professional authority to the Agency, other agencies or international agencies;
- participates or chairs editorial boards reviewing scientific manuscripts.

Guidance Received

As the Professional Authority for the Agency advises on program proposals and long-term plans, and undertakes to develop and implement a program to meet objectives in accordance with directives and budgetary controls. Guidance is restricted to matters of policy.

Complexity

Recommendations are made on economical, financial and other implications of proposals. Technical recommendations and decisions are normally accepted as authoritative, work is reviewed for implementation of the program.

Program Level Responsibility

Represents Service/Agency - National and International. Full

program management responsibility on a national basis.