



Job Description

Certified Logging Professional (CLP) Program

Manager or Director

Overview:

Maine TREE seeks a dynamic professional to serve as the Certified Logging Professional (CLP) Program Manager or Director to coordinate logging professional safety and skill training, continuing education, and site evaluations. Founded in 1991, Certified Logging Professionals is a combined effort that has established a professional standard in the Maine woods. Offering professional development and individual certifications to Maine logging professionals and associates, the CLP program is seeking a dynamic leader to drive the program's continued success and innovation into the future.

Certified Logging Professionals is a program of the Maine TREE Foundation, an independent, private, nonprofit organization whose mission is to educate and advocate for the sustainable use of the forest and the ecological, economic, and social health of Maine's forest community. The foundation hosts forest-based programs focusing on education, research, and community.

Applicants should have extensive knowledge of Maine's logging industry, safety training, and relevant experience in the field. Desired qualities include strong organizational and communication skills and a demonstrated commitment to innovative approaches to program operations and alignment with organizational and programmatic missions.

Job Responsibilities

- Update curriculum and stay current with regulatory bodies to ensure continuous improvement and relevance to program participants.
- Deliver and coordinate initial and recertification CLP training and develop new modes of program delivery.
- Coordinate and conduct site visits to new and existing CLPs, which requires extensive travel through remote locations in Maine's working forest.
- Aid in the maintenance of the CLP database.
- Organize quarterly CLP Advisory Committee meetings and associated subcommittee meetings.
- Provide technical support to program participants as requested.
- Develop relationships with program participants, collaborators, business owners, etc.
- Participate in strategic planning for the program and implement the plan.
- Develop a process for approving and training CLP instructors, site visitors, and High School Career and Technical Education Programs.
- Support program development and fundraising by researching funding opportunities, writing project proposals and grant applications, and appealing to potential donors.



- Assist with program communications, including program updates, featured stories, media development, and outreach, focusing on growing and sustaining membership.
- Represent Maine TREE and CLP at events and presentations. Be the ambassador of the program.
- Other tasks as assigned including collaborating with Maine TREE's education team and being involved with forest workforce development initiatives.

Basic Qualification

- Thorough knowledge of modern logging operations.
- Prior work experience with production logging or operations-based forestry.
- Demonstrated proficiency in workplace safety.
- Ability to facilitate and present relevant program concepts.
- Strong organizational, interpersonal, and public speaking skills.
- Ability to walk through uneven terrain and navigate unmarked forestlands.

Preferred Qualifications

- Current Certified Logging Professional
- A 4-wheeled Drive Vehicle, or the ability to obtain one as this position requires extensive travel, including all-terrain, throughout Maine.

This versatile position will adapt to the changing seasons, priorities, interests, and needs. It is a hybrid role primarily based on remote work, with frequent travel to remote areas in Maine's working forests and occasional visits to Maine TREE's offices in Augusta and Arrowsic, Maine. The salary for this position ranges from \$55,000 to \$65,000 per year, and a competitive benefits package, including 10 days of paid time off, 12 paid sick days, 12 paid company holidays, a \$6,136 stipend to obtain health insurance, dental insurance, and a 3% employee/employer retirement match.

We encourage individuals to apply even if they do not meet all listed qualifications, as we value diverse perspectives and are committed to finding the best fit for our team based on your transferable skills and potential for growth.

To apply, email a single PDF packet, which includes a one-page cover letter, resume, a one-page writing sample, and three professional references, to Logan Johnson, Executive Director, at logan@mainetree.org, with the subject line: *CLP Application*. Applications will be reviewed on a rolling basis until the position is filled.

The Maine TREE Foundation provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

