



## **Job Description**

# **Certified Logging Professional (CLP) Program Director**

### *Overview:*

Maine TREE seeks a dynamic professional to serve as the Certified Logging Professional (CLP) Program Director to direct 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 trainings.
- 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.
- Provide technical support to program participants as requested
- Develop relationships with program participants, industry collaborators, business owners, etc.
- 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 CLP program.
- Other tasks as assigned include 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.
- A 4-wheeled Drive Vehicle, or the ability to obtain one as this position requires extensive travel, including all-terrain, throughout Maine.

### Preferred Qualifications

- Current Certified Logging Professional
- Working proficiency in a language other than English

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 \$58,000 to \$62,000 per year and includes a competitive benefits package.

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](mailto:logan@mainetree.org), **by 11:59 p.m. on November 17, 2024**, with the subject line: *CLP Program Director 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.*

