



CANOPY POSITION ANNOUNCEMENT

Community Forestry Field Technician - Full Time - Non Exempt

Canopy is an urban and community forestry nonprofit with a track record of delivering high quality, innovative, and impactful programs in the San Francisco Midpeninsula. Our vision is a day when every resident of the Midpeninsula can step outside to walk, play, and thrive under the shade of healthy trees. Canopy staff and volunteers strive toward excellence, equity, collaboration, and gratitude in the work we do, and welcome candidates that share these values. We are seeking a hard-working and dedicated person to join our team.

Position Summary

Under the direction of the Tree Programs Director, the Community Forestry Field Technician will be responsible for supporting Canopy's fieldwork, primarily by performing regular tree care activities and supporting tree planting and stewardship workdays throughout the year. The ideal candidate will be able to perform young tree care activities outdoors on a regular basis, effectively balance office work and fieldwork, and collaborate on shared goals with teammates. This position is an excellent opportunity to gain a deeper understanding of urban forestry, to work collaboratively with others, and to affect positive change in our communities and the environment. Work week preferably Tuesday through Saturday, with occasional early mornings and evenings.

Duties and Responsibilities

- Responsible for managing Canopy's tree care activities, including:
 - Performing young tree care for Canopy-planted trees on a regular basis, including mulching, watering, weeding, staking, pruning and replanting.
 - Engaging volunteers and high school interns in tree care workdays.
 - Proactively monitor and respond to tree care needs through visual inspections and email/phone requests.
 - Monitor large project sites on a regular basis, and update staff on progress of these sites.
- Maintain materials at Canopy's storage yard. Activities include keeping mulch and stakes stocked, ensuring irrigation for potted trees is working properly, and handling frequent tree deliveries from nurseries.
- Support colleagues with tree planting and other field activities, such as:
 - Printing and assembling paper materials in the office, with direction from the planting manager.
 - Assembling tools, delivering trees to planting sites, and driving materials to the site for planting days.
 - Help with setup before and cleanup after events.
 - Leading small groups in planting trees and plants.
- Monitor tool/vehicle needs, maintenance, and cleaning.
- Occasionally assist with special events, education, and tablings/outreach.
- Assist with volunteer training, appreciation, and retention efforts.
- Help with special projects or tasks depending on skills and interests.

Qualifications and Experience

- Strong interest in trees and access to urban nature; willingness to memorize tree-specific information
- Knowledge and/or experience in arboriculture, horticulture, urban forestry, landscape management or design, or related fields
- Experience performing fieldwork outdoors with trees and/or plants
- Experience organizing and motivating others; volunteer coordination experience is a plus
- Experience using an online database, such as Salesforce and GIS or similar databases is a plus, as this position requires the use of our online tree map (Tree Plotter) and Salesforce database
- Comfortable with Google Suite and Microsoft Office
- CA Drivers License and several years of driving experience
- Bilingual in Spanish/English is a plus, Mandarin a plus

Personal Characteristics

- Outgoing and helpful, committed to actively supporting colleagues and partners with a positive attitude
- Great communicator (verbal and writing) with staff, partners, and the public
- Ability to prioritize and balance multiple tasks independently and as part of a team
- Organized and committed to producing quality results
- Self-starter who can proactively solve problems and improve programs

Physical Activity Requirements

- Ability to sit and type, frequently
- Ability to bend, squat, stoop, and stand for long periods of time, frequently
- Ability to lift up to 50 lbs., frequently
- Driving a pickup truck or large van to and around neighborhoods where work is being performed

COMPENSATION

- Annual salary \$45,000 - \$47,000
- Medical/dental/vision insurance, sick leave and generous vacation time
- Canopy values professional growth and opportunities for professional development

TO APPLY

Email résumé and short cover letter addressed to Elise Willis, Tree Programs Director, at jobs@canopy.org with the subject header, "Community Forestry Field Technician". Accepting applications on a rolling basis until the position is filled.

Equal opportunity employer: Canopy strives to engage, celebrate, and reflect the rich diversity of the communities we serve. We value inclusion and equity in our programs, leadership, and hiring practices.