

Working Title: Terrestrial Invasive Species Prevention Specialist
Job Class: Planner Senior State
Agency: MN Department of Natural Resources

- **Job ID:** 90049
- **Location:** St. Paul; Grand Rapids (Resource Assessment Office)
- **Telework Eligible:** Yes
- **Full/Part Time:** Full-Time
- **Regular/Temporary:** Unlimited
- **Who May Apply:** Open to all qualified job seekers
- **Date Posted:** 11/25/2025
- **Closing Date:** 12/15/2025
- **Hiring Agency/Seniority Unit:** Department of Natural Resources
- **Division/Unit:** Forestry
- **Work Shift/Work Hours:** Day Shift
- **Days of Work:** Monday - Friday
- **Travel Required:** Yes, 25%
- **Salary Range:** \$28.26 - \$41.43 / hourly; \$59,006 - \$86,505 / annually
- **Classified Status:** Classified
- **Bargaining Unit/Union:** 214 - MN Assoc of Professional Empl/MAPE
- **FLSA Status:** Nonexempt
- **Designated in Connect 700 Program for Applicants with Disabilities:** Yes

The work you'll do is more than just a job.

At the State of Minnesota, employees play a critical role in developing policies, providing essential services, and working to improve the well-being and quality of life for all Minnesotans. The State of Minnesota is committed to equity and inclusion, and invests in employees by providing benefits, support resources, and training and development opportunities.

Job Summary

The Division of Forestry is seeking to hire one (1) Planner Senior State position, the Terrestrial Invasive Species Prevention Specialist in St. Paul or Grand Rapids, MN. This position leads the Terrestrial Invasive Species (TIS) prevention and forest health outreach activities including the development, implementation, and evaluation of TIS prevention and public awareness programs.

Major responsibilities include:

- Develop and implement comprehensive terrestrial invasive species (TIS) prevention plans for state forests, promoting collaboration with division staff, agency partners, recreationists, land users, and the public to identify practical strategies for reducing the spread of invasive species.
- Develop presentations, printed and digital materials, to educate targeted audiences on prevention of terrestrial invasive plants threatening Minnesota's forests.
- Lead the creation, execution and assessment of TIS prevention and public awareness workshops and trainings.
- Coordinate the implementation of the state forest terrestrial invasive species plans with TIS Area Leads, Area Forest Supervisors, forestry program staff, and other department staff.

This position has a flexible work arrangement and may be eligible to telework on a part-time basis, up to 50% of the time, which is subject to change. If approved, the employee would be required to complete an annual telework agreement.

Minimum Qualifications

- Bachelor's degree in Forestry, Natural Resources, Planning, Public Administration, Business Administration, or closely related field.
- Two years professional experience in forestry, natural resources or a closely related field. *Masters degree in the above fields may substitute for one year of experience.
- One year professional experience editing, writing and producing technical documents to successfully develop and implement outreach and communication efforts, campaigns, and programs.
- Knowledge of invasive species identification, invasive species spread pathways, forest management principles and methods, and forest health threats sufficient to discuss forestry issues, produce informational materials and answer questions from general audiences.
- Knowledge of planning principles, processes, techniques, laws, and regulations sufficient to develop natural resource plans of a broad landscape or statewide scope.
- Knowledge of applying forest science in a forest management or policy context, sufficient to lead forest planning efforts independently.
- Knowledge of emerging/new natural resource management concepts and practices sufficient to assess and communicate responses to critical natural resource management issues (e.g., insect and disease, forest certification, climate change adaptation).
- Technological skills sufficient to prepare documents using word processing, spreadsheets, graphic design, geographic information systems, and electronic presentation software that meet accessibility standards.
- Stakeholder relations experience sufficient to establish ongoing effective, positive, trusting, and professional relationships with multiple internal and external stakeholders.
- Time management skills sufficient to motivate and guide partners to work effectively through the application of interpersonal skills and ability to operate independently as well as in a team environment to prioritize work and achieve agreed upon milestones and deliverables.
- Meeting facilitation skills, group processes, conflict resolution, effective listening and negotiating sufficient to work with diverse groups.

Preferred Qualifications

- Knowledge of DNR organizational structure and working knowledge of other state and federal resource management agencies, local governmental units and their respective authorities, programs, and responsibilities that pertain to forestry or natural resource management.
- Project management experience that includes managing many concurrent activities sufficient to: coordinate and organize the work of others, identify critical paths, perform project risk assessments, and identify, define, sequence, prioritize, schedule, and assign resources.

Additional Requirements

This position requires an unrestricted Class D Driver's license with a clear driving record; per DNR Fleet Policy, only those 18 years of age or older with a valid driver's license may operate equipment and vehicles on behalf of the Agency.

Applicants must have the ability to meet the physical requirements and work in the environmental conditions of the position, with or without reasonable accommodations.

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire. Candidates must be legally authorized to work in the United States without sponsorship for employment visa status (e.g. H1B status).

It is policy of the Department of Natural Resources that all candidates submit to a background check prior to employment. The background check may consist of the following components:

- Conflict of Interest Review
- Criminal History Check
- Education Verification
- Employment Reference / Records Check
- License / Certification Verification

How to Apply

Select "Apply for Job" at the top of this page. If you have questions about applying for jobs, contact the Careers Help Desk at [651-259-3637](tel:651-259-3637) or email careers@state.mn.us. For additional information about the application process, go to <http://www.mn.gov/careers>.

Contact

If you have questions about this position, contact Paul Dubuque at paul.dubuque@state.mn.us or [651-259-5294](tel:651-259-5294).

If you are an individual with a disability and need reasonable accommodation to assist with the application process, please contact the ADA Coordinator at ADA.DNR@state.mn.us. To receive consideration as a Connect 700 Program applicant, apply online, email the Job ID#, the Working Title and your valid Proof of Eligibility Certificate by the closing date to Hannah Ziemann at hannah.ziemann@state.mn.us.

Working together to improve the state we love.

What do Minnesota's State employees have in common?

- A sense of purpose in their work
- Connection with their coworkers and communities
- Opportunities for personal and professional growth

Benefits

As an employee, you'll have access to one of the most affordable health insurance plans in Minnesota, along with other benefits to help you and your family be well.

Your benefits may include:

- Paid vacation and sick leave
- 12 paid holidays each year
- Low-cost medical, dental, vision, and prescription drug plans
 - Fertility care, including IVF
 - Diabetes care
 - Dental and orthodontic care for adults and children
- 6 weeks paid leave for parents of newborn or newly adopted children
- Pension plan that provides income when you retire (after working at least three years)
- Employer paid life insurance to provide support for your family in the event of death
- Short-term and long-term disability insurance that can provide income if you are unable to work due to illness or injury
- Tax-free expense accounts for health, dental, and dependent care
- Resources that provide support and promote physical, emotional, social, and financial well-being

Support to help you reach your career goals:

- Training, classes, and professional development
- Federal Public Service Loan Forgiveness Program (Some positions may qualify for the Public Service Loan Forgiveness Program. For more information, visit the Federal Student Aid website at studentaid.gov)

Employee Assistance Program (EAP) for work/life support:

- A voluntary confidential program that helps employees and their families with life challenges that may impact overall health, personal well-being, or job performance
- Common sources of stress can be addressed through the EAP: mental health, relationship challenges (personal and work), grief and loss, finances, and legal issues
- Daily Living/Convenience Services: Chore services, home repair, trip planning, child/elder care

Programs, resources and benefits eligibility varies based on type of employment, agency, funding availability, union/collective bargaining agreement, location, and length of service with the State of Minnesota.

EQUAL OPPORTUNITY EMPLOYERS

Minnesota state agencies are equal opportunity, affirmative action, and veteran-friendly employers. State agencies are committed to creating a workforce that reflects the diversity of the state and strongly encourages persons of color and Indigenous communities, members of the LGBTQIA2S+ community, individuals with disabilities, women, and veterans to apply. The varied experiences and perspectives of employees strengthen the work we do together and our ability to best serve Minnesotans.

All qualified applicants will receive consideration for employment without regard to race, color, creed, religion, national origin, sex (including pregnancy, childbirth, and disabilities related to pregnancy or childbirth), gender identity, gender expression, marital status, familial status, age, sexual orientation, status regarding public assistance, disability, veteran status or activity in a local Human Rights Commission or any other characteristic protected by law.

APPLICANTS WITH DISABILITIES

Minnesota state agencies make reasonable accommodations to their employees and applicants with disabilities. If you have a disability and need assistance in searching or applying for jobs with the State of Minnesota, call the Careers Help Desk at [651-259-3637](tel:651-259-3637) or email careers@state.mn.us and let us know the support you need.