**Job Profile Information: Tree Officer**

**This supplementary information for Tree Officer is for guidance and must be used in conjunction with the Job Capsule for**

**Job Level 3 Zone 2 Camden Way Category 3**

**It is for use during recruitment, setting objectives as part of the performance management process and other people management purposes. It does not form part of an employee’s contract of employment.**

**Role Purpose:**

The purpose of the role of a Tree officer is to assist the Tree manager with the management and maintenance of the 28,000 Council’s owned trees, including borough wide planting programmes. Liaise with residents, tree contractor, other Council officers and Members.

**Example outcomes or objectives that this role will deliver:**

- Carry out Tree inspection for the annual tree maintenance programme

- Write technical tree reports

- Have an understanding of tree related legislation

- Undertake contract management

- Respond to Member enquiries

- Organise borough wide tree planting programmes

- Be prepared to be part of the 24hr emergency call out system.

**People Management Responsibilities:**

*None*

**Relationships;**

* Liaise with officers within the Council.
* Term tree work contractors.
* Suppliers of equipment and trees.
* Outside agencies and Statutory Bodies.
* Members of the public and local groups.
* Police and other emergency services.
* Council Members.

**Work Environment:**

Office based

* Working with the tree database and mapping
* Internal & external Correspondence
* Report writing
* Phone contact with residents

Outdoors

* Carrying out tree inspection
* Site visits with other Council Officers, with residents or alone
* Attend site for urgent/emergency works
* Carry out tree planting surveys
* Monitoring of tree contractor’s work
* Carry out inspection work with decay detection equipment

**Technical Knowledge and Experience:**

The candidate must hold a level 3 qualification in arboriculture as a minimum, but preferably a level 4 or 5. With 3 years’ experience in the arboricultural industry

**Camden Way Five Ways of Working**

*In order to continue delivering for the people of Camden in the face of ever increasing financial pressure, we need to transform the way we do things. We call this the Camden Way. The Camden Way is a key part of our transformation strategy often referred to as the transformation triangle which links the Camden Plan, the Camden Way and the Financial Strategy together.*

The Camden Way illustrates the approach that should underpin everything we do through five ways of working:

•Deliver for the people of Camden

•Work as one team

•Take pride in getting it right

•Find better ways

•Take personal responsibility

For further information on the Camden Way please visit:

<https://camdengov.referrals.selectminds.com/togetherwearecamden/info/page1>

**Chart Structure**