

Mark A. Nelson

Email: [REDACTED]

Telephone: [REDACTED]

October 14, 2019

Human Capital Services  
Kansas State University  
103 Edwards Hall  
1810 Kerr Drive  
Manhattan, KS 66506-4801

Dear Hiring Manager,

Please accept my résumé and professional references in consideration for the State Forester position with the Kansas Forest Service, which is in response to the advertisement on your website.

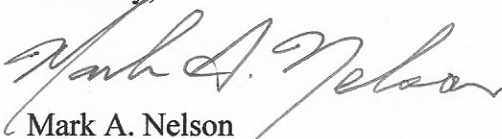
I offer over 30 years of progressive leadership, administrative, and field experience managing natural resources with a leading state conservation agency. As a regional forester, I currently lead and direct field operations in a 12-county area, which includes metropolitan Kansas City. My background includes considerable field and managerial experience in forestry, public administration, private and public land management, outreach and education, fire and incident management, and community forestry.

With a Master of Business Administration degree, I apply a business approach and a return-on-investment perspective to decision making. My goal is to achieve exceptional, transparent stewardship of taxpayers' resources by constantly seeking to improve business efficiencies and effectiveness.

Success in natural resource management will result from recognizing and responding quickly to shifts in environmental, social, political trends. A successful state forestry program will take advantage of these opportunities by seeking out diverse partners and involving stakeholders to best leverage limited public resources and gain wide support. I am a proactive leader, and I have built and sustained relationships with senior and field level leaders throughout my career. I couple my passion for superior public service with leadership and outreach experience to develop and carry out innovative strategic solutions that best meet our stakeholder's needs.

The enclosed résumé highlights many more achievements and qualifications that reflect my ability to contribute to the State of Kansas' success. I welcome a meeting to discuss your needs, our mutual interests, and the results you can expect from me.

Sincerely,

  
Mark A. Nelson

# MARK A. NELSON

---

## ADMINISTRATION / LEADERSHIP / LAND CONSERVATION

### PERSONAL PROFILE

---

- ❖ Comprehensive experience delivering and leading conservation programs. Proven ability to organize, achieve strategic goals, spearhead projects, and lead in a team environment.
- ❖ Accomplished administrator, strategic planner, problem-solver, and writer.
- ❖ Skilled in customer and public relationships, motivating volunteer organizations, public speaking, information and media affairs, and community outreach.

### CAREER EXPERIENCE

#### FORESTRY REGIONAL SUPERVISOR

SINCE 2000

*Missouri Department of Conservation*

*Lee's Summit, Missouri*

Direct forestry and conservation operations within the Kansas City Region including plans, policies, and budgets. Administer state and private land conservation which include public recreation, strategic plans, grants, public relations, community conservation, contractual agreements, and incident management. Manage real, accountable, and fleet property. Perform personnel management including recruitment, hiring, training, supervision, and performance enhancement.

- Participated and led in statewide and division initiatives including:
  - Community Conservation Task Force
  - Leadership Legacy Task Force
  - *Chair*, Southeast Region General Program Review
  - Rural Forest Fire Equipment Center General Program Review
  - Forestry Division Work Force Review
- *Trustee*, Conservation Employees' Insurance Trust Fund. During two terms, the Board reduced claims 15%, raised \$3.5 million in cash reserves, and erased \$1.5 million debt.
- *Site Administrator*, Kansas City Regional Office. Directed office operations, public service, clerical support, and finances for regional headquarters.
  - Local liaison for design and construction of the new Kansas City Regional Office.
- Incident management including:
  - *Deputy Branch Director*, CWD mandatory sampling
  - *Logistics Section Chief*; targeted culling, all-risk incidents, and special events

- *Incident Commander*, Kansas City Ice Storm and Sedalia tornado response
- *Zone Commander*, Camdenton Fire Zone
- *Public Information Officer*

**URBAN FORESTER** 1997 - 2000

*Missouri Department of Conservation* *St. Charles, Missouri*

Implemented community conservation including tree ordinance design, greenway protection, and environmental urban planning. Promoted forest conservation through resource planning and direct assistance to forest landowners.

- *Co-founder*, St. Charles Tree Council.
- *Editor*, Cityscape Newsletter, with state-wide circulation.
- 1997 Forestry Division SUPERB Award winner for superior customer service.

**RESOURCE FORESTER** 1990 - 1997

*Missouri Department of Conservation* *St. Joseph, Missouri*

Performed forest and land management on state and private land. Advanced conservation stewardship with landowners through resource planning, grants, cost-share partnerships, and direct assistance. Promoted conservation through workshops, media relations, newsletters, public speaking, special events, and conferences.

- Coordinated development of facilities and an arboretum on a conservation area.
- *Appointee and Officer*, St. Joseph Tree Board.
- *Co-founder*, Forest ReLeaf of Northwest Missouri.

**INSTRUCTOR, CONTINUING EDUCATION** 1994 - 1997

*Missouri Western State College* *St. Joseph, Missouri*

- Developed curriculum and taught three consecutive classes in arboriculture.

**ASSISTANT RESOURCE FORESTER** 1988 - 1990

*Missouri Department of Conservation* *Sullivan, Missouri*

## EDUCATION

**MASTER OF BUSINESS ADMINISTRATION** 2007

*University of Phoenix, accredited* *Kansas City, Missouri*

**BACHELOR OF SCIENCE, FORESTRY** 1988

*Southern Illinois University, accredited* *Carbondale, Illinois*