



## Arkansas Game and Fish Commission Employment Job Posting

PRIVATE LANDS HABITAT DIVISION CHIEF - AGFC DIVISION CHIEF

**POSITION NO: 22180415**

### **POSTING INFORMATION:**

Advertisement Opens: Aug. 30, 2022

Advertisement Closes: Sept. 14, 2022

Full Time: Yes

Salary: \$73,776.00 - \$106,902.00 Annually

### **POSTING REQUIREMENTS:**

#### Minimum Education and/or Experience:

The formal education equivalent of a master's degree in zoology, biology or related natural sciences field; plus seven years of experience in a related field, including three years in a supervisory capacity.

OTHER JOB RELATED EDUCATION AND/OR EXPERIENCE MAY BE SUBSTITUTED FOR ALL OR PART OF THESE BASIC REQUIREMENTS, EXCEPT FOR CERTIFICATION OR LICENSURE REQUIREMENTS, UPON APPROVAL OF THE HUMAN RESOURCES CHIEF.

#### Preferred Education and/or Experience:

Master of Science degree in Wildlife or Fisheries Management, Zoology, Biology or related field. Experience working with private landowners to enhance fish and wildlife habitat. Experience with farm bill programs and other funding programs available to private landowners for fish and wildlife habitat management.

#### Knowledge, Abilities, and Skills:

Knowledge of the principles and practices of organizational management and public administration. Knowledge of the principles and practices of budget administration with special reference to governmental procedures, practices, and objectives. Knowledge of natural resources management. Ability to review and analyze financial and statistical data. Ability to communicate with employees and management. Ability to organize and present clear and concise oral and written reports of findings and recommendations. Ability to establish and maintain working relationships with others. Ability to plan division objectives and to organize and oversee the work of subordinates. Ability to adapt to and incorporate changes of evolving fields.

### Preferred Knowledge, Abilities, and Skills:

Strong public speaking, presentation, teambuilding and teamwork skills. Strong computer skills including knowledge of Microsoft Office programs, GPS, and GIS programs including ArcMap. Robust network of professional connections within Arkansas and across the country related to private lands habitat management. Advanced knowledge of wildlife management and restoration techniques and habitat management practices used in restoration and conservation of agricultural landscapes is preferred. Knowledge of the principles of biology, ecology, and related environmental sciences. Knowledge of the Arkansas Game and Fish Commission's private lands management programs and specifically federal farm bill conservation programs. Knowledgeable in northern bobwhite, waterfowl and deer ecology and management. Ability to plan and organize assigned tasks independently.

### **POSTING DETAILS:**

#### Position Location:

City: Little Rock

Office: Little Rock Central Office

Division: Private Lands Habitat

#### Job Summary:

The Division Chief is responsible for providing leadership and direction for a division of the Arkansas Game and Fish Commission (AGFC). This position is governed by state and federal laws and agency policy.

#### Typical Functions:

Directs and manages the activities of a technical and professional staff in order to meet organizational goals and directives. Oversees the hiring, firing, and evaluation of all employees in a given division of AGFC. Ensures that division employees are properly trained through workshops, seminars, literature, and professional interaction with peers and that the division maintains professional knowledge and skills regarding the wildlife conservation needs and objectives. Develops and administers the budget for a division and is responsible for the authorization, reporting, and supervision of division expenditures. Oversees and directs the implementation of safety programs, safe work practices, and the purchase of safety equipment for the division. Establishes and maintains a working relationship between divisions of AGFC as well as with other state and federal agencies and the general public. Assists with the development and management of either Nature Centers, Fish Hatcheries, or Wildlife Management Areas. Directs the annual wildlife regulation processes to address identified long-range wildlife management goals and objectives. Performs other duties as assigned.

#### Specific Duties and Responsibilities:

The Private Lands Habitat Division Chief is responsible for casting vision for the new Private Lands Habitat Division, aligning division goals with agency strategic plan goals and objectives, developing the components necessary to stand-up a new division, supervising and leading staff, communicating with conservation partners and private landowners, working with other agency division staff to deliver state, regional and national conservation plans and actively participating on the senior staff working team comprised of all division chiefs and the Directorate. The Chief will coordinate with State and Federal agencies and other conservation organizations to promote and deliver wildlife management on private lands via federal Farm Bill Programs along with other state and non-profit conservation organization programs. The Chief will lead a team of Deer Management Assistance Program biologists to effectively deliver the DMAP program across the state. The Chief must be able to work collaboratively across other agency divisions specifically to implement species management plans, the Arkansas Wildlife Action Plan, Conservation Opportunity Area plans and other relevant plans from within the Wildlife Management Division.

Certificates, Licenses, or Registrations:

N/A

Special Job Dimensions:

N/A

Other Specific Information:

All applicants are subject to a criminal background check.

As an equal opportunity employer, the Commission will make any reasonable accommodations necessary to ensure equal employment opportunities.