



Arkansas Game and Fish Commission Employment Job Posting

DEER MANAGEMENT ASSISTANCE PROGRAM (DMAP) COORDINATOR - AGFC BIOLOGIST SUPERVISOR
POSITION NO: 22180417

POSTING INFORMATION:

Advertisement Opens: Jan. 18, 2023

Advertisement Closes: Feb. 6, 2023

Full Time: Yes

Salary: \$54,021.00 - \$54,021.00 Annually

POSTING REQUIREMENTS:

Minimum Education and/or Experience:

The formal education equivalent of a bachelor's degree in biology, zoology, botany, or a related field; plus three years of experience in wildlife management, including one year in a leadership 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's degree in wildlife management or related field. Two years of deer management experience.

Knowledge, Abilities, and Skills:

Knowledge of the principles of biology, ecology, and related environmental sciences. Knowledge of game and fish management programs. Knowledge of game and fish laboratory and field survey equipment, techniques, and procedures. Knowledge of supervisory practices and procedures. Knowledge of state purchasing procedures. Ability to plan work unit objectives and operational activities and to assign and direct the work of subordinates. Ability to make public presentations. Ability to plan and direct scientific game and fish surveys and studies. Ability to plan work unit objectives and operational activities and to assign and direct the work of subordinate supervisors. Ability to develop, implement, and monitor wildlife management plans and programs.

Preferred Knowledge, Abilities, and Skills:

Strong public speaking, presentation, and teamwork skills. Strong computer skills including knowledge of Microsoft Office programs, GPS, and GIS programs including ArcMap. Advanced knowledge of white-tailed deer biology, deer management, and habitat management practices. Formal training in prescribed burning is preferred. Ability to plan and organize assigned tasks independently. Ability to conduct scientific game and fish surveys and studies.

POSTING DETAILS:

Position Location:

City: Little Rock

Office: Statewide

Division: Private Lands Habitat

Job Summary:

The Arkansas Game and Fish Commission (AGFC) Biologist Supervisor is responsible for supervising a wildlife management program. This position is governed by state and federal laws and agency/institution policy.

Typical Functions:

Supervises a small to medium-sized professional staff by interviewing, recommending hire or termination, assigning and reviewing work, evaluating employee performance, and training employees. Plans and directs studies and surveys of game and fish species and collects and analyzes data on game and fish species. Analyzes and develops recommendations on district game seasons, wildlife management areas, fish re-stocking, and game re-establishment. Prepares activity and program reports and writes research papers or articles on game and fish studies for publication. Prepares and submits wildlife management or fisheries plans. Develops and monitors expenditures and reviews and approves purchase requests for supplies, equipment, food plots, and stocking and relocation of wildlife. Coordinates district and division programs with various state, federal, and private industry officials and makes presentations to civic groups, schools, and clubs. Conducts public meetings to explain new and/or proposed rules and regulations and/or to hear complaints about wildlife management. Performs other duties as assigned.

Specific Duties and Responsibilities:

The Deer Management Assistance Program (DMAP) Coordinator position coordinates with DMAP biologists and the Deer Program Coordinators to implement the DMAP SOP. This position will supervise a team of biologists to provide harvest management recommendations, management plans, and habitat management recommendations on lands enrolled in the DMAP program. Assists in addressing nuisance deer complaints from property owners and provides appropriate technical assistance. This position will oversee enrollment, provide program updates, manage all applicable databases, and serve as the primary point of contact for the DMAP program. Assists in the coordination of deer population management, research surveys, CWD sampling efforts, and the implementation of the statewide strategic deer plan. This position will be responsible for developing and overseeing budgets, purchasing supplies, coordinating data collection efforts, and ensuring the integrity of the data. Performs routine administrative duties required to comply with program, division and agency standards. Performs other duties as assigned.

Certificates, Licenses, or Registrations:

Must possess a valid Arkansas driver's license.

Special Job Dimensions:

Frequent in-state travel and field work with exposure to inclement weather is required. Occasional exposure to hunters and dangerous animals may be required.

Position will have statewide responsibilities. Duty location will be determined upon selection of the candidate.

Other Specific Information:

This position has the designation of a safety-sensitive position. Applicants being considered for this position are subject to pre-employment drug and alcohol testing. Refusal to submit to testing will result in disqualification of further employment consideration. If offered a position, employees in this position will be subject to periodic drug and alcohol testing.

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.