



Arkansas Game and Fish Commission Employment Job Posting

Conservation Program Biologist I - **Conservation Program Biologist I**

POSITION NO: 22096059

POSTING INFORMATION:

Advertisement Opens: Nov. 8, 2023

Advertisement Closes: Dec. 7, 2023

Full Time: Yes

Salary: \$61,443.00 - \$86,609.00 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 two years of experience in wildlife management or a related field. 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:

A bachelor's degree in wildlife biology, conservation biology, natural resources, environmental science or a related field plus eight years of experience in a related field plus 6 years of demonstrated leadership of wildlife management activities.

OR

A master's degree in wildlife biology, conservation biology, natural resources, environmental science or a related field plus seven years of experience in a related field plus four years of demonstrated leadership of wildlife management activities.

Knowledge, Abilities, and Skills:

Knowledge of the principles of biology, ecology, and related environmental sciences.

Knowledge of game and fish management programs including propagation, cultivation, and harvesting techniques.

Knowledge of game and fish management laboratory and field survey equipment, techniques, and procedures.

Knowledge of supervisory practices and procedures.

Ability to plan, organize, and oversee the work of subordinates.

Ability to make public presentations.

Ability to plan work unit objectives and operational activities and to assign and direct the work of subordinate supervisors.

Ability to conduct scientific game and fish surveys and studies, analyze and evaluate collected data, and prepare written narrative report of findings.

Ability to direct, coordinate, and maintain wildlife management programs.

Preferred Knowledge, Abilities, and Skills:

Preferred skills include leadership training, GIS capabilities, advanced habitat management knowledge and experience in data collection and wildlife research.

POSTING DETAILS:

Position Location:

City: Mayflower

Office: TBD

Division: Wildlife Management

Job Summary:

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

Typical Functions:

- Assists program coordinators, habitat biologists, other staff and agency partners in the planning, preparation, and implementation of projects on wildlife management areas.
- Participates in developing wildlife management area recommendations and the development of short- and long-term plans for future agency conservation activities.
- Coordinates and leads biological surveys and studies of wildlife to determine population growth, propagation rates, and the effect of environmental and human conditions on particular species. Summarizes data and prepares reports.
- Communicates regularly with the Regional Supervisor regarding oversight for budgets, contracts and grants, and assists in the supervision of professional and technical personnel, contractors, part-time employees, interns and volunteers.
- Oversees overall project operational duties and supervision of employees in the absence of Regional Supervisor. Assists with overall management of a region by submitting recommendations and reports to the Regional Supervisor.
- Assists with budget development by reviewing and recommending requests from regional personnel and submitting budget recommendations to the Regional Supervisor. Develops, submits, reviews, approves, and directs implementation of budgets, invoices, project plans, regulations and operational procedures.
- Reviews biological data to analyze trends affecting management priorities and program requirements.
- Drafts public land management plans and oversees their implementation through direct participation, assigning appropriate personnel, assembling data, submitting and approving final data products and reports.
- Assists with both regional and division administrative duties. Serves on statewide and broader working groups and teams.
- Conducts public relations work with various agencies, private industry, professional and civic organizations and outdoor recreational groups.
- Must understand and be willing to function in a multi-faceted, team-oriented work environment. Must maintain close individual contact with and develop solid working relationships with all Wildlife Management Division, agency and partner organization personnel.
- Participates in public outreach regarding management activities and regulations.
- Leads nuisance wildlife capture and relocation.

Specific Duties and Responsibilities:

The successful applicant will serve as Assistant Regional Supervisor.

Duties include:

- Supervision of full and part-time staff members.
- Serving as regional supervisor in the supervisor's absence.
- Serving as biologist on a WMA or complex of WMAs.
- Project administration, such as invoice approval, budget creation/management, contract creation, management and approval, etc.
- Habitat management, including tractor/implement operation, ATV/UTV operation, etc.
- Participation in prescribed fire activities.
- Serving on division species-management teams.
- Collecting biological data, conducting wildlife population surveys and participating in research projects, at times including wildlife capture.

Certificates, Licenses, or Registrations:

Must possess a valid Arkansas driver's license.

Special Job Dimensions:

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

Other Specific Information:

Frequent in-state travel and field work is required. Frequent interaction with hunters and other outdoor recreationists and exposure to live animals may be required. Heavy physical demands in inclement weather are required. Regular operation of heavy equipment and handling of chemicals that may be dangerous if handled improperly. Specific physical fitness demands for prescribed burning are required. Some overnight travel may be required.

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