



Arkansas Game and Fish Commission Employment Job Posting

Biologist II - COLDWATER HABITAT COORDINATOR - **Biologist II**

POSITION NO: 22096127

POSTING INFORMATION:

Advertisement Opens: Jan. 18, 2024

Advertisement Closes: Feb. 23, 2024

Full Time: Yes

Salary: \$54,860.00 - \$80,624.00 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:

Preference will be given to applicants with a bachelor's degree in hydrology, hydro-geomorphology, environmental engineering or a related field, or at least four years of experience in stream restoration. Completion of each level of Rosgen's Natural Channel Design courses (levels I, II, III or IV) may be substituted for 0.5 years of experience. Other preferred education/experience includes:

- Certification as a Fisheries Professional through the American Fisheries Society.
- Good computer skills, especially in Microsoft Office programs (Word, Excel, and Power Point) and Google suite.
- Good public speaking skills and affable attitude when talking to the public and interacting with staff.
- Strong organizational skills.

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:

Applicants for this position should be able to demonstrate a knowledge of environmental science, aquatic ecology, lotic hydrology, fisheries science principles and surveying techniques. They should also be prepared to communicate their experiences of natural channel design, riparian and stream bank bio-engineering, stream fish habitat improvement, stream bank stabilization techniques, GIS software, and drone technology. Extensive training in Natural Channel Design and barrier inventory techniques is required of the selected applicant. Stream Habitat Coordinators are responsible for coordinating a volunteer conservation network and educating the public about water conservation in large group settings. Therefore, the ability to communicate clearly and logically through oral presentations and written media platforms to technical and non-technical audiences is a necessity for this job. Stream Habitat Coordinators must be self-starters, problem solvers, critical thinkers, and independent. However, they must also be willing and able to work cooperatively with other staff members to accomplish team goals and objectives, and accept instruction from superiors. Experience backing trailers with a vehicle and the utilization of applied surveying methods are also beneficial skills.

POSTING DETAILS:

Position Location:

City: Mountain Home

Office: Mountain Home Field Office

Division: Fisheries

Job Summary:

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

Typical Functions:

Plans and conducts various biological surveys to investigate population, habitat, and ecology of game and fish species and conducts studies of game and fish propagation, cultivation, and harvest.

Analyzes and evaluates survey and sampling data and writes reports describing the results of the data and makes recommendations on game and fish populations.

Directs the development of various wildlife management areas or fish propagation and cultivation and treatment plans based on district management plans. Assists supervisor with districts' annual budgetary projections, prepares various reports and purchase orders, requisitions for equipment, supplies, and parts, and prepares monthly activity reports.

Makes presentations to civic groups, schools and clubs, and conducts public meetings to explain new and/or proposed rules and regulations and/or to hear complaints about wildlife management.

Writes articles for news releases on game and fish activities in district.

Assists supervisor in the development of game and fish management plans and proposals to expand or improve management areas.

Performs other duties as assigned.

Specific Duties and Responsibilities:

- Works with private landowners and partners to design and implement stream habitat restoration projects including stream bank stabilization, in-stream habitat construction, and aquatic organism passage barrier removals.
- Advises and assists landowners with permit requirements and funding opportunities.
- Assists with biological assessments at project sites.
- Supervises one full time and one part-time employee while following all agency and state policies.
- Communicates regularly with the Stream Habitat Supervisor regarding oversight for large budgets, contracts and/or grants and supervision of contractors, full and part-time employees, interns and/or volunteers.
- Manages and develops a budget by evaluating upcoming project needs, submitting budget, processing invoices and contracts, tracking expenditures, and complying with all agency and state purchasing policies.
- Compiles and submits interim and final reports for stream restoration projects to the Stream Habitat Supervisor.
- Maintains all assigned equipment, including preventative maintenance, secure storage, and replacement at the end of usable life.
- Performs public outreach by responding to requests for information, presenting information to the public, and providing assistance associated with management of public and private lands and waters.
- Participates on the Arkansas Wildlife Action Plan - Aquatic Habitat Team and AGFC Species Management Teams.
- 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.

Other Specific Information:

Stream Habitat Coordinators are members of a highly motivated team of natural resource professionals within the Fisheries Division of Arkansas Game and Fish Commission. This team focuses on aquatic species conservation in Arkansas by assisting landowners and other stakeholders and partners, with stream restoration efforts, acting as project consultants, designers, and project managers during installation. In this capacity, they frequently assist with permit applications, grant submission and acquisition, and federal farm-bill program administration. Coordinators also work with citizen scientists to create and maintain Arkansas Stream Teams. These volunteer groups adopt stream and river segments to implement a wide variety of stream conservation actions including stream habitat and erosion inventories, stream clean-ups, streambank restoration projects, stream habitat improvements, and water quality monitoring. *Extensive travel will be required for the first 3-6 months to facilitate on-the-job training under the oversight of a tenured Stream Habitat Coordinator. Frequent travel will be required after that period for project coordination, meetings, and training.*

The Coordinator works with the general public on stewardship and educational projects throughout a region of the state relative to stream, river, and watershed conservation. The coordinator provides technical, administrative, and resource assistance to private landowners in this region to enhance aquatic habitat conservation on their land. Coordinators frequently conduct workshops and in-service training for various groups to address problems and issues in a watershed, provide information, or instruct new procedures. Coordinators must work with Federal, State, NGO, and other AGFC personnel to identify and prioritize critical aquatic habitat resource issues in the region, and communicate the need for conservation and/or rehabilitation to administrators, landowners, and the public. Common writing assignments for this position include social media posts, detailed project plans, and technical project completion reports. The Coordinators also manage the activities of multiple Stream Team citizen scientist groups including development, coordination, and implementation of team activities. This position represents the agency on internal and external committees to further the conservation goals and objectives of the Arkansas Game and Fish Commission.

The Arkansas Game and Fish Commission (AGFC) Conservation Program Biologist I coordinates fisheries or wildlife conservation actions in a sub-region of the state and is governed by state and federal laws and agency policy.

Frequent in-state travel and field work with exposure to inclement weather is required.

Occasional exposure to dangerous animals may be required.

This position often requires working weekends, long hours, and/or in poor weather conditions.

Must have a valid driver's license and the ability to obtain a Class A CDL.

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