



## Arkansas Game and Fish Commission Employment Job Posting

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

**POSITION NO: 22096110**

### **POSTING INFORMATION:**

Advertisement Opens: May 1, 2024

Advertisement Closes: June 12, 2024

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 biology, fisheries management, or a related field
- A master's degree in biology, ecology, or Fisheries management

#### 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:

- Knowledge of fish population dynamics, population simulation modeling, and common statistical analysis
- Skill in working with the public. Experience in current fish sampling techniques
- Good written and verbal communication skills
- Physically able to work long hours, sometimes under harsh or physically demanding conditions
- Strong teamwork concept, yet capable of completing a task without close supervision
- Strong organizational skills
- Ability to tow and operate boats

**POSTING DETAILS:**

Position Location:

City: Monticello

Office: Monticello Regional Office

Division: Fisheries

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:

- Functions as the District 5 Fisheries Assistant District Biologist under the supervision of the District 5 Fisheries Supervisor in a seven-county Fisheries District in Southeast Arkansas.
- Routinely performs standardized fish population surveys, including electrofishing, creel surveys, and trap, lead, and fyke netting
- Analyzes fish population survey data and prepares annual fishery management reports
- Assists Supervisor with making management and regulation recommendations
- Assists other Fisheries Division personnel with aquatic resource and fisheries management projects
- Conducts specialized research and data analysis of various fish species and habitat types
- Conducts fish management activities, such as lake fertilization and fish habitat improvements
- Conducts extension work on private farm ponds and fishing lakes
- Assists with managing water levels and aquatic vegetation
- Writes technical reports and conducts presentations to civic clubs, angler clubs, school groups, and professional organizations
- Maintains professionalism with local, state, and federal agencies
- Establishes and maintains good communication with the public
- Scopes potential public access sites and identifies access maintenance or renovation needs

#### 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:

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