



## Arkansas Game and Fish Commission Employment Job Posting

AGFC Biologist I - **AGFC BIOLOGIST I**

**POSITION NO: 22096075**

### **POSTING INFORMATION:**

Advertisement Opens: May 14, 2024

Advertisement Closes: June 12, 2024

Full Time: Yes

Salary: \$49,526.00 - \$49,526.00 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.

OTHER JOB-RELATED EDUCATION AND 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 one year of experience in a related field,

OR

A master's degree in wildlife biology, conservation biology, natural resources, environmental science, or a related field

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 laboratory and field survey equipment, techniques, and procedures
- Ability to plan, organize, and oversee the work of subordinate.
- Ability to make public presentations and conduct hunter safety classes
- 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

Preferred Knowledge, Abilities, and Skills:

- Develops, implements, directs, supervises, and monitors forested-habitat management plans and habitat-related activities on state-owned Wildlife Management Areas (WMAs)
- Provides professional and technical advice and direction to agency staff regarding the manipulation and management of forested habitats
- Directs and conducts WMA silvicultural activities, including comprehensive resource inventories, timber marking, timber sale administration and audit, chemical injection, and other services carried out by contractors
- Implements contract auditing procedures for such projects
- Uses relevant forestry equipment and software to complete job duties
- Develops detailed maps and maintains land information databases for resource planning, management, and agency accomplishment tracking
- Summarizes data and prepares reports
- Participates in developing wildlife management area recommendations and the development of short- and long-term plans for future agency conservation activities
- 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
- Projects project expenditures and assists supervisor in preparing program budget
- Submits written and oral reports regarding current activities
- Knowledge of game and fish laboratory and field survey equipment, techniques, and procedures
- Ability to plan, organize, and oversee the work of subordinates
- Ability to make public presentations and conduct hunter safety classes
- 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

**POSTING DETAILS:****Position Location:**

City: Monticello

Office: Monticello Regional Office

Division: Wildlife Management

**Job Summary:**

The Arkansas Game and Fish Commission (AGFC) Biologist I is responsible for supervising wildlife and/or timber management in a wildlife management area. This position is governed by state and federal laws and agency policy.

**Typical Functions:**

Coordinates and participates in conducting biological surveys and studies of fish and wildlife to determine population growth, propagation rates, and the effect of environmental and human conditions on particular species

Participates in developing wildlife management area recommendations and the development of the five-year plan for future Game and Fish activities and acquisitions

Approves billings and project expenditures and assists the supervisor in preparing the district budget

Conducts hunter safety classes or public meetings on new and proposed rules and regulations

Writes news releases on activities in the district

Performs other duties as assigned

#### Specific Duties and Responsibilities:

- Assists program coordinators, habitat biologists, 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 participates in conducting 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
- Serves as a member of the agency's prescribed burn program and assists with the implementation of prescribed burns on state-managed WMAs. Coordinates with burn bosses regarding prescribed fire plans on WMAs
- Approves billings, project expenditures and assists regional staff in preparing and monitoring budgets
- 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.
- Submits written and oral reports describing wildlife management activities.
- Writes contracts and supervises and directs contractors conducting work on Wildlife Management Areas to ensure work is completed according to contract specifications.
- Supervises and directs activities of subordinate employees.
- Trains junior employees in proper completion of all activities listed above. Participates in the review of junior employees' work processes.
- Serves on statewide working groups and teams.
- Assists in the development and implementation of priority research, monitoring or management projects.
- Facilitates nuisance wildlife capture and relocation.

#### 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
- Occasional exposure to hunters and dangerous animals

Other Specific Information:

- Frequent in-state travel and fieldwork required / some overnight travel may be required.
- Frequent interaction with hunters and other outdoor recreationists, as well as exposure to live animals is possible.
- Heavy physical demands in inclement weather
- 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.

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