



## Arkansas Game and Fish Commission Employment Job Posting

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

**POSITION NO: 22096073**

### **POSTING INFORMATION:**

Advertisement Opens: Oct. 14, 2024

Advertisement Closes: Nov. 1, 2024

Full Time: Yes

Salary: \$61,443.00 - \$86,609.00 Annually

### **POSTING REQUIREMENTS:**

#### Minimum Education and/or Experience:

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

#### Preferred Education and/or Experience:

A master's degree in wildlife biology, conservation biology, natural resources, environmental science, or a related field, plus five years of experience in a related field (two of which have demonstrated leadership of wildlife management activities)

### Knowledge, Abilities, and Skills:

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

Knowledge of laboratory and field survey equipment, techniques, and procedures. Ability to plan, organize, and oversee the work of subordinates.

Ability to make public presentations.

Ability to develop and implement wildlife research, monitoring or management projects. Ability to communicate orally and in writing.

Ability to make public presentations.

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

Ability to develop and implement wildlife research, monitoring or management projects. Ability to direct, coordinate, and maintain wildlife management programs.

### Preferred Knowledge, Abilities, and Skills:

- Formal leadership training
- Knowledge of the principles of wildlife management
- Knowledge of plant and wildlife species native to Arkansas and their habitat requirements
- Advanced knowledge of wildlife and forest management practices such as the application of prescribed fire, herbicides, and mechanical treatments, and the ability to perform each
- Formal training in prescribed fire and the ability to complete the fire program's annual physical fitness test
- Ability to coordinate and assist with workshops, field tours, or public meetings
- Ability to work collaboratively with numerous partners and other agency staff
- Ability to plan and organize assigned tasks independently
- Ability to follow scientific procedures, collect data for game and fish surveys, evaluate collected data, and prepare written reports of findings
- Strong communication and teamwork skills
- Strong computer skills, including preparing, modifying, and interpreting documents, forms, spreadsheets, maps, etc.
- Skilled in the safe and effective operation of small power equipment and machinery
- Skilled in operating vehicles with trailers and common farm equipment, including tractors and UTVs

### **POSTING DETAILS:**

Position Location:

City: Springdale

Office: Ozark Highlands Nature Center

Division: Wildlife Management

Job Summary:

The Arkansas Game and Fish Commission (AGFC) Conservation Program Biologist I is responsible for the overall management, protection and enhancement of fish, wildlife, and habitats on public lands and waters within a region. This position is also responsible for deployment, direct evaluation and/or coordination of specific professional, technical and/or part-time employees, interns, contractors and/or volunteers and may assume all staff supervisory and operational responsibilities in the absence of the Regional Supervisor. This position is governed by state and federal laws and agency policy.

### Typical Functions:

- 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 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 and will assist the Biologist Supervisor in leading a highly-trained, progressive team of biologists and biological technicians. This position will manage various types of wildlife habitats and wisely manage wildlife populations in Wildlife Management Division Region 6 which encompasses Benton, Boone, Carroll, Crawford, Franklin, Johnson, Madison, Marion, Newton, Searcy, and Washington counties. This position is also responsible for wildlife management and public use activities on AGFC-owned, cooperative, and leased-land wildlife management areas. Collaboration with federal and state agencies in the management of cooperative wildlife management areas and other activities is also a core responsibility of this position.

**Other duties include, but are not limited to:**

- Supervise full- and part-time staff members
- Serve as a field biologist on a WMA or complex of WMAs
- Conduct administrative duties such as invoice approval, budget creation/management, contract creation, management and approval, etc.
- Habitat management - tractor/implement operation, ATV/UTV operation, etc.
- Participate in prescribed fire
- Serve on division species teams
- Serve as regional supervisor in the supervisor's absence
- Conduct data collection efforts and conducting wildlife population surveys
- Potential handling of nuisance bears
- Participate in research projects, including wildlife capture
- Other duties as assigned

Certificates, Licenses, or Registrations:

Must have a valid driver's license.

Ability to acquire a non-commercial pesticide applicator license within 1 year.

Class A CDL may be required based on job duties assigned.

**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.**

Special Job Dimensions:

Other Specific Information:

This position's area of responsibility is the northwest eleven (11) counties in Arkansas. The office location must be within the region and will be determined based on the selected applicant.

Frequent in-state travel and field work with occasional exposure to inclement weather and harsh field conditions are required. Interaction with hunters and exposure to dangerous animals will also be required on occasion.

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