



Arkansas Game and Fish Commission Employment Job Posting

AGFC Summer Intern / Enforcement Division - **AGFC Biological Technician I / Part-time**

POSITION NO: 22096353

POSTING INFORMATION:

Advertisement Opens: Jan. 29, 2025

Advertisement Closes: March 15, 2025

Full Time: No

Salary: \$13.00 - \$13.00 Hourly

POSTING REQUIREMENTS:

Minimum Education and/or Experience:

To be eligible for an AGFC Enforcement Internship, applicants must meet the following prerequisites:

- Must have 60 hours of college credits earned by the time the internship begins
- At the time of application, must either: be a college student; have graduated within the previous 12 months; or currently be enrolled in a post-graduate program
- Must have a 2.5 cumulative grade point average on a 4.0 scale.

Selected interns will coordinate directly with their college or university to obtain course credit for their work.

AGFC interns are paid \$13.00 per hour and work approximately 40 hours per week (no more than 400 hours for 10 weeks).

Intern positions will be available through June, July, and August. Flexible work schedules can be established with your division supervisor.

REQUIRED DOCUMENTATION:

Please upload and attach to this application:

1. A current resume.
2. A one-page cover letter to include goals, interests, and how an AGFC internship will help accomplish those goals.
3. A copy of your unofficial or official college transcript(s). Official transcripts will be required prior to employment start date.

IF THESE DOCUMENTS ARE NOT ATTACHED TO YOUR ONLINE APPLICATION, YOUR APPLICATION WILL BE DETERMINED INCOMPLETE UNTIL THEY ARE RECEIVED.

If you are unable to attach your documentation, you may email it to Lauren Cannon at:

lauren.cannon@agfc.ar.gov. Please be sure and provide the following in the email subject line: position name and position number.

All documents must be received by March 15, 2025.

WORK AREAS FOR 2025 ENFORCEMENT SUMMER INTERNSHIPS:

Applicants must live in the district for which they apply during the internship period. There are 4 districts, A-1, A-4, C-3, and D-1.

District A-1 includes the following counties: Benton, Carroll, Boone, Washington, Madison, and Newton

District A-4 includes the following counties: Sevier, Howard, Pike, Little River, Hempstead, Miller and Lafayette

District C-3 includes the following counties: Prairie, Lonoke, Arkansas, Jefferson, Grant, and Lincoln

District D-1 includes the following counties: Cross, Crittenden, Woodruff, St. Francis, Monroe, Lee, and Phillips

Preferred Education and/or Experience:

Must have a declared degree in a conservation field. Must have sixty (60) hours of college credits earned by the time the Internship begins. At the time of application, must be a college student, graduated within the previous 12 months, or are currently enrolled in a post-graduate program.

Must have a 2.5 cumulative grade point average on a 4.0 scale.

Knowledge, Abilities, and Skills:

Preferred Knowledge, Abilities, and Skills:

Good verbal and written communication skills, basic computer skills, and ability to perform physical tasks

POSTING DETAILS:

Position Location:

City: TBD

Office: TBD

Division: Enforcement

Job Summary:

The AGFC Summer Internship program helps students gain education and practical experience related to conservation and the hands-on training requirements necessary for some degrees in the conservation field. This training is critical to students pursuing a conservation career and is often the deciding factor in gaining employment after college.

Typical Functions:

The AGFC Enforcement summer intern will work with AGFC Game Warden officers in the performance of their everyday duties. This may include a variety of activities depending upon the area of the state assigned. This hands-on experience will provide the student the opportunity to determine if Enforcement is the career path they would like to pursue, and if they can adapt to working in all types of weather, on weekends, and on holidays. They will also realize the importance of initiative and motivation in this career, as well as maintaining Officer Safety at all times.

By the end of this educational internship, the intern should have received experience in the following AGFC Enforcement-related work areas:

- Boating – A familiarity with boating laws and an ability to recognize violations, as well as a developed understanding of the proper time for a warning versus a citation
- Fishing – Identify fish species, know limits, prohibited methods and different types of fishing including commercial activity
- Littering – Identify subjects who litter and develop patience watching sites and documenting the evidence for court proceedings
- Criminal Code – Know the codes most encountered, as well as the time and need for action.
- Recognize Game Wardens as Certified Law Enforcement Officers who are sworn to uphold all the laws of the state and to promote officer safety
- Assisting Other AGFC Divisions – Work with Fisheries, Wildlife Management, and Education Division(s) within the AGFC to support the AGFC mission statement and work collectively towards meeting the AGFC strategic plan.

Specific Duties and Responsibilities:

The Arkansas Game and Fish Commission Law Enforcement Division offers upper-level and graduate students the opportunity to gain practical knowledge and experience in the Wildlife Law Enforcement Field. The selected applicant will work under the coordinated direction of the Enforcement Training Administrator, Law Enforcement District Captain, and Telecommunications Supervisor performing various duties as assigned.

He/she will have the opportunity to work with local Game Wardens in the field performing routine patrols by vehicle, boat, or on foot. These duties may also include attending public meetings and viewing court proceedings. At no time will an applicant be involved in any potentially dangerous situations. The selected applicant will also have the opportunity to learn assorted telecommunication procedures used by law enforcement applications and become familiar with Arkansas Game and Fish Commission Regulations and established Law Enforcement Division procedures.

Certificates, Licenses, or Registrations:

None

Special Job Dimensions:

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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.