



Arkansas Game and Fish Commission Employment Job Posting

Statewide Turkey Program Coordinator - **CONSERVATION PROGRAM BIOLOGIST I**
POSITION NO: 22144345

POSTING INFORMATION:

Advertisement Opens: March 1, 2018

Advertisement Closes: March 23, 2018

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:

NONE

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 state and federal laws affecting public ownership and protection of natural resources. Knowledge of state and federal laws, rules, and regulations governing environmental protection, endangered species, or use of federal funds. Knowledge of research and analysis techniques and methods. Knowledge of ecological systems and environmental and ecological processes. Ability to conduct field studies to identify ecological value of land and water preservation methods. Ability to collect samples and conduct scientific testing and analysis. Ability to write descriptive results of analysis and prepare/present oral and written information. Ability to use GIS software. Ability to develop, recommend, interpret, and apply policies and procedures. Ability to plan work unit objectives and operational activities and to assign/direct/coordinate the work of coworkers and public land managers. Ability to participate in and lead groups in problem solving activities. Ability to develop monitoring systems for projects and/or programs to measure successes, failures, and develop solutions to problems. Must possess the interpersonal skills necessary to maintain and enhance AGFC's relationships with our state and federal partners. Strong organizational skills are preferred.

POSTING DETAILS:

Position Location:

City: Little Rock

Office: Little Rock Office Complex

Division: Environmental Coordination

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:

Serves as the statewide Turkey Program lead, agency expert, and coordinates regulations processes on wild turkey in Arkansas. Partners with agency quail program coordinator, National Wild Turkey Federation staff and Quail Forever in Arkansas staff to coordinate and administer the Wild Turkey and Northern Bobwhite Quail Habitat Cost-share Program to positively direct agency and partner funds to habitat projects for wild turkey and quail. Operates as a technical advisor to regional management staff to provide insight on program direction and make management recommendations to favor wild turkeys wherever possible. Maintains and coordinates multiple biological and stakeholder data sets and surveys to monitor trends and inform management actions. Responsible for the creation of technical material to be used in developing educational materials for the public as well as agency staff and partners. Monitors and analyzes harvest information obtained via harvest reporting (GAMECHECK). Functions as the Arkansas representative on state (Turkey Team-Chair), regional (SEAFWA Wild Turkey Working Group) and national (National Wild Turkey Federation Technical Committee) technical committees and working groups specific to wild turkeys, as well as inter and interagency teams as expertise relates. Serves as one of the agency's primary explosives experts responsible for training, ordering and maintenance of explosives used for capturing wildlife.

Performs other duties as assigned.

Specific Duties and Responsibilities:

Serves as the primary point of contact within the agency for all AGFC projects requiring state and federal permits. Evaluates proposed AGFC projects, assists in project implementation, and coordinates all permitting activities. Communicates project effects to regulatory agencies. Assists the agency in maintaining Commission assets by facilitating the permit application process. Coordinates AGFC internal permitting under the Clean Water Act, Rivers and Harbors Act, National Historic Preservation Act, Endangered Species Act, and the National Environmental Policy Act. Works with project leaders from all AGFC divisions to obtain necessary state and federal permits for project development and implementation. Coordinates AGFC projects with the Arkansas Department of Environmental Quality, State Historic Preservation Office, Tribal Historic Preservation Office, Arkansas Commissioner of State Lands Office, Federal Emergency Management Agency, United States Army Corps of Engineers, United States Fish and Wildlife Service, and other state and federal agencies as needed. Position will require regular in and out of state travel.

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.

Position will have statewide responsibilities. Duty location will be determined upon selection of the candidate.

Other Specific Information:

All applicants are subject to a criminal background check.

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