

Working Title: Wildlife Wetlands Specialist
Job Class: Natural Resources Specialist - Wildlife
Agency: MN Department of Natural Resources

- **Job ID:** 70879
- **Location:** Windom
- **Full/Part Time:** Full-Time
- **Regular/Temporary:** Unlimited
- **Who May Apply:** Open to all qualified job seekers
- **Date Posted:** 11/01/2023
- **Closing Date:** 11/21/2023
- **Hiring Agency/Seniority Unit:** Department of Natural Resources
- **Division/Unit:** Fish and Wildlife
- **Work Shift/Work Hours:** Day Shift
- **Days of Work:** Monday - Friday
- **Travel Required:** Yes; occasional
- **Salary Range:** \$23.37 - \$33.90 / hourly; \$48,796 - \$70,783 / annually
- **Classified Status:** Classified
- **Bargaining Unit/Union:** 214 - MN Assoc of Professional Empl/MAPE
- **FLSA Status:** Exempt - Professional
- **Telework Eligible:** Yes; partial
- [Designated in Connect 700 Program for Applicants with Disabilities:](#) Yes

Make a difference in the lives of Minnesotans.

The work you'll do is more than just a job. Join the talented, engaged and inclusive workforce dedicated to creating a better Minnesota.

Job Summary

The DNR is currently seeking to fill a Wildlife Wetlands Specialist position located near Windom, MN. This position exists to improve wetland wildlife populations through habitat management on wetlands in Minnesota. The evaluation of wildlife habitat, identification of problems, development of wetland management strategies, and involvement of appropriate stakeholders to improve habitat management requires leadership, guidance, and coordination within the department and with other agencies.

Responsibilities include:

- Support the implementation of wetland management program strategies and policies to achieve related wetland habitat and wetland wildlife population objectives identified in the 2006 Minnesota Duck Recovery Plan, the 2019 Minnesota Duck Plan, and the Minnesota Prairie Conservation Plan.
- Provide the support to Section of Wildlife and other field personnel to accomplish wetland management objectives for wildlife. Specific objectives are to improve wetland habitat through management or protection on wetlands associated with public land.
- Maintain, implement management, and engage agency partnerships on wetlands with DNR management authority in Minnesota to maintain and enhance wildlife habitat by meeting identified management goals and objectives.
- Provide accurate, courteous, and timely information to both internal and external customers and regular communications to wildlife and fisheries professionals, other stakeholders and the public on wetland ecology, management, water quality, and important habitat aspects. Good customer service and diligent communication efforts will improve general knowledge and acceptance of management techniques that otherwise can be controversial.

- Assist in the completion of necessary administrative and leadwork functions so that statewide habitat management objectives for wildlife can be achieved.

This position has a flexible work arrangement and may be eligible to telework on a part-time basis during the winter season and is subject to change. If approved, the employee would be required to complete a telework agreement.

Minimum Qualifications

Transcripts are required for this position. Applicants who meet minimum qualifications will be sent instructions for transcript review after the posting close date.

- Bachelor's degree in Wildlife or equivalent field with wildlife emphasis.
- Transcript Evaluation:
 - A review of your transcript per the following coursework requirements:
 - A minimum of three (3) courses directly related to wildlife management/biology;
 - One (1) course in each: chemistry or physics; statistics; communication; and ecology;
 - At least four (4) additional wildlife or ecology, or related courses, such as animal or plant taxonomy, comparative anatomy or physiology, soils or geology, mammalogy, ornithology, parasitology, etc.
- Technical knowledge of wetland wildlife including species identification including aquatic plants and waterfowl and wetland birds, habitat relationships, food habits, animal behavior, parasites and disease, life histories, and reproductive potential.
- Technical knowledge of wetland habitat management techniques including the ability to read and understand construction plans and navigate permitting processes for wetland projects.
- Ability to read and understand scientific literature pertinent to wetland ecology and management and apply such knowledge to the management of wetlands in Minnesota.
- Ability to use Geographic Information Systems (GIS) sufficient to assess projects, record information, and compile reports.
- Strong communication skills and abilities in all formats, with excellent capabilities to both develop and deliver quality communications with an emphasis on interpreting and translating scientific and technical information to a wide variety of DNR staff and stakeholders.
- Knowledge to identify aquatic plants.
- Knowledge of census/survey techniques and their limitations.
- Knowledge of and/or experience with hunting and trapping traditions, methods, and regulations.

Preferred Qualifications

- Master's degree in Wildlife or equivalent field with special emphasis on wetland ecology and management.
- Experience in citizen participation, conflict resolution, and negotiation techniques.
- Experience in maintaining and operating motorized boats and trailering boats.
- Ability to fly in small aircraft at low altitudes as an observer in aerial surveys.
- Knowledge of the organization and operation of the Department of Natural Resources, the Department's budget process, procedures, and programs of other state and federal agencies, and the laws and regulations pertaining to wildlife, lakes, and wetlands.
- A working knowledge of other disciplines such as fisheries, forestry, engineering, soil conservation, and hydrology to guide the development of partnerships and projects.

Additional Requirements

This position requires an unrestricted Class D Driver's license with a clear driving record.

Applicants must have the ability to meet the physical requirements and work in the environmental conditions of the position, with or without reasonable accommodations.

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.

It is policy of the Department of Natural Resources that all candidates submit to a background check prior to employment. The background check may consist of the following components:

- Conflict of Interest Review
- Criminal History Check
- Education Verification
- Employment Reference / Records Check
- License / Certification Verification

How to Apply

Select "Apply for Job" at the top of this page. If you have questions about applying for jobs, contact the job information line at [651-259-3637](tel:651-259-3637) or email careers@state.mn.us. For additional information about the application process, go to <http://www.mn.gov/careers>.

If you have questions about the position, contact John Maile at john.maile@state.mn.us or [320-634-7344](tel:320-634-7344).

If you are an individual with a disability and need reasonable accommodation to assist with the application process, please contact the ADA Coordinator at ADA.DNR@state.mn.us. To receive consideration as a Connect 700 Program applicant, apply online, email the Job ID#, the Working Title and your valid Proof of Eligibility Certificate by the closing date to Rebecca Mortellaro at rebecca.mortellaro@state.mn.us.

Why Work for Us

Diverse Workforce

We are committed to continually developing a workforce that reflects the diversity of our state and the populations we serve. The varied experiences and perspectives of employees strengthen the work we do together and our ability to best serve the people of Minnesota.

A recent engagement survey of State of Minnesota employees found:

- 95% of employees understand how their work helps achieve their agency's mission
- 91% of employees feel trusted to do their jobs
- 88% of employees feel equipped to look at situations from other cultural perspectives when doing their job
- 87% of employees report flexibility in their work schedule

Comprehensive Benefits

Our benefits aim to balance four key elements that make life and work meaningful: health and wellness, financial well-being, professional development, and work/life harmony. As an employee, your benefits may include:

- Public pension plan
- Training and professional development
- Paid vacation and sick leave
- 11 paid holidays each year
- Paid parental leave
- Low-cost medical and dental coverage
- Prescription drug coverage
- Vision coverage

- Wellness programs and resources
- Employer paid life insurance
- Short-term and long-term disability
- Health care spending and savings accounts
- Dependent care spending account
- Tax-deferred compensation
- Employee Assistance Program (EAP)
- Tuition reimbursement
- [Federal Public Service Student Loan Forgiveness Program](#)

Programs, resources and benefits eligibility varies based on type of employment, agency, funding availability, union/collective bargaining agreement, location, and length of service with the State of Minnesota.

AN EQUAL OPPORTUNITY EMPLOYER

Minnesota state agencies are equal opportunity, affirmative action, and veteran-friendly employers. The State of Minnesota recognizes that a diverse workforce is essential and strongly encourages qualified women, minorities, individuals with disabilities, and veterans to apply.

We will make reasonable accommodations to all qualified applicants with disabilities. If you are an individual with a disability who needs assistance or cannot access the online job application system, please contact the job information line at [651-259-3637](tel:651-259-3637) or email careers@state.mn.us and indicate what assistance is needed.