

Job ID: 79206 - Assistant Area Wildlife Manager - NR Specialist Wildlife or NR Specialist Intermediate Wildlife

Location: Fergus Falls;Glenwood

Full/Part Time: Full-Time

Regular/Temporary: Unlimited

Working Title: Assistant Area Wildlife Manager
Job Class: Natural Resources Specialist Wildlife or Natural Resources Specialist Intermediate Wildlife
Agency: MN Department of Natural Resources

- **Job ID:** 79206
- **Location:** Fergus Falls; Glenwood
- **Telework Eligible:** No
- **Full/Part Time:** Full-Time
- **Regular/Temporary:** Unlimited
- **Who May Apply:** Open to all qualified job seekers
- **Date Posted:** 08/08/2024
- **Closing Date:** 08/28/2024
- **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, Occasionally
- **Salary Range:**
 - **NR Specialist Wildlife:** \$24.42 - \$35.43 / hourly; \$50,989 - \$73,978 / annually
 - **NR Specialist Intermediate Wildlife:** \$26.04 - \$37.98 / hourly; \$54,371 - \$79,302 / annually
- **Classified Status:** Classified
- **Bargaining Unit/Union:** 214 - MN Assoc of Professional Employees / MAPE
- **FLSA Status:** Exempt - Professional
- [Designated in Connect 700 Program for Applicants with Disabilities:](#) Yes

The work you'll do is more than just a job.

At the State of Minnesota, employees play a critical role in developing policies, providing essential services, and working to improve the well-being and quality of life for all Minnesotans. The State of Minnesota is committed to equity and inclusion, and invests in employees by providing benefits, support resources, and training and development opportunities.

Job Summary

ATTENTION APPLICANTS: These vacancies are being announced at two different job classes at the same time: NR Specialist Wildlife and NR Specialist Intermediate Wildlife. One position is being filled in Fergus Falls, and one position is being filled in Glenwood. The final classification and starting salary are dependent on successful applicant qualifications. There is only one Job ID for each location, and you will be considered for the highest classification for which you qualify.

The DNR is currently seeking to fill two Assistant Area Wildlife Manager positions with one located in Glenwood, MN and the other located in Fergus Falls, MN. These positions exist to protect and enhance wildlife populations and capital improvements through development and management of wildlife habitats and facilities. The Assistant Area Wildlife Manager recommends development, maintenance, and construction on state wildlife management areas within the Fergus Falls Wildlife Work Area, a seven-county work area consisting of Wilkin, Otter Tail, Traverse, Grant, Douglas, Stevens, and Pope counties across 3.8 million acres with 183 state Wildlife Management Areas (WMAs) totaling 40,615 acres. In addition, they provide input into the evaluation, development, and management of wildlife populations, habitat, and plant communities as well as provide assistance to the Area Wildlife Supervisor. This position may require occasional travel to complete field work, trainings, and meetings.

Responsibilities include:

- Assist with the implementation of habitat management, facility development, and maintenance in the Wildlife Area so that wildlife resources and public use are enhanced.
- Assist with protection of wildlife and habitat through habitat evaluation, land acquisition, and environmental review so that healthy and diverse wildlife habitats will be maintained on the landscape.
- Assist with the implementation of wildlife population management programs in a manner that is consistent with the Section of Wildlife goals and objectives.
- Promote and establish cooperation and partnerships with other DNR disciplines, government and tribal agencies, industry, nonprofit, and citizens groups, so that people work together to protect and manage wildlife populations and habitat.
- Effectively communicate wildlife management work and needs in order to gain public understanding and support for wildlife management programs.
- Assist with fiscal and other administrative activities for the Fergus Falls Wildlife Area so that priority habitat and facility management activities are completed according to desired time schedules. Assist with financial and other reporting. Demonstrate accountability to Department personnel and interested stakeholders by adhering to

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Department policies and guidelines.

These jobs require moving to a significant degree on rough terrain in adverse environmental conditions. They require the ability to move 2 miles in 30 minutes while transporting a 25-pound pack (passing the Work Capacity Test, moderate level).

Minimum Qualifications

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

NR Specialist Wildlife:

- Bachelor's degree in wildlife or equivalent field with wildlife emphasis.
- Transcript requirement:
 - 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.

NR Specialist Intermediate Wildlife:

- Bachelor's degree in wildlife or equivalent field with wildlife emphasis.
- Transcript requirement as described above.
- Two (2) years of professional level (e.g., NR Specialist) wildlife or habitat management experience sufficient to implement wildlife and habitat management, facility development, and maintenance duties in a Wildlife Area.

At either level, experience/education must include:

- Knowledge of wildlife and habitat management in prairie, forest, brushland, and wetland habitats.
- Technical knowledge of wildlife species identification, habitat relationships, food

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habits, animal behavior, parasites and disease, life histories, and reproductive potential.

- Knowledge of or experience using prescribed fire for habitat management.
- Knowledge of census/survey techniques and their limitations.
- Ability to identify common terrestrial and aquatic plants.
- Writing skills sufficient to communicate work programs, project proposals, accomplishment reports, survey results, hunting season data, and correspondence.
- Communication skills sufficient to effectively communicate and present complex information to a wide variety of audiences.
- Ability to become National Wildfire Coordinating Group (NWCG) Fire Fighter Type 2 (FFT2) qualified through completing required coursework and field training within twelve (12) months of hire.
- Ability to develop and implement project proposals using available staff, funding, tools, and equipment.
- Education or experience in the use of GIS software and GPS units.
- Ability to safely operate 4WD trucks, trailers, UTVs, boats, motors, and other tools and equipment.
- Knowledge or ability to operate habitat management equipment.
- Ability to use various computer software including word processing, spreadsheets, data base, and mapping software.
- Ability to perform required field work alone under adverse weather and outdoor conditions.

Preferred Qualifications

- Master's degree in wildlife biology or related field.
- Experience with prairie and wetland management practices.
- Certified in the application of pesticides for invasive species management.
- Experience with citizen engagement, conflict resolution, and negotiation techniques.
- Knowledge of wildlife damage management and hunting and trapping traditions, methods, and regulations.
- Experience with wetland management including shallow lake management, moist soil management, operation of water control structures, and coordination with other disciplines or organizations. Experience writing contracts for wildlife habitat or facility projects.
- Experience leading the work of contractors or work crews with habitat and facility management projects.
- A working knowledge of other disciplines such as fisheries, forestry, forest ecology, shallow lakes management, soil conservation, and hydrology to guide the development of partnerships and projects.
- Certified at the Firefighter Type 2 (FFT2) level or higher with basic wildland firefighter training completed (S-130 Firefighter Training, S-190 Introduction to

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Wildland Fire Behavior, L-180 Human Factors on the Fireline, IS-100 Introduction to the Incident Command System, IS-700 An introduction to the National Incident Management System).

Additional Requirements

These positions require 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. Candidates must be legally authorized to work in the United States without sponsorship for employment visa status (e.g. H1B status).

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>.

Contact

If you have questions about this position, contact Nicholas Snavelly at nicholas.snavelly@state.mn.us or [218-671-7969](tel:218-671-7969).

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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 Jordan Krueger at jordan.krueger@state.mn.us.

Working together to improve the state we love.

What do Minnesota's State employees have in common?

- A sense of purpose in their work
- Connection with their coworkers and communities
- Opportunities for personal and professional growth

Benefits

As an employee, you'll have access to one of the most affordable health insurance plans in Minnesota, along with other benefits to help you and your family be well.

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Your benefits may include:

- Paid vacation and sick leave
- 12 paid holidays each year
- Low-cost medical, dental, vision, and prescription drug plans
 - Fertility care, including IVF
 - Diabetes care
 - Dental and orthodontic care for adults and children
- 6 weeks paid leave for parents of newborn or newly adopted children
- Pension plan that provides income when you retire (after working at least three years)
- Employer paid life insurance to provide support for your family in the event of death
- Short-term and long-term disability insurance that can provide income if you are unable to work due to illness or injury
- Tax-free expense accounts for health, dental, and dependent care
- Resources that provide support and promote physical, emotional, social, and financial well-being

Support to help you reach your career goals:

- Training, classes, and professional development
- Federal Public Service Loan Forgiveness Program (Some positions may qualify for the Public Service Loan Forgiveness Program. For more information, visit the Federal Student Aid website at studentaid.gov)

Employee Assistance Program (EAP) for work/life support:

- A voluntary confidential program that helps employees and their families with life challenges that may impact overall health, personal well-being, or job performance
- Common sources of stress can be addressed through the EAP: mental health, relationship challenges (personal and work), grief and loss, finances, and legal issues
- Daily Living/Convenience Services: Chore services, home repair, trip planning, child/elder care

Programs, resources and benefits eligibility varies based on type of employment, agency,

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funding availability, union/collective bargaining agreement, location, and length of service with the State of Minnesota.

EQUAL OPPORTUNITY EMPLOYERS

Minnesota state agencies are equal opportunity, affirmative action, and veteran-friendly employers. State agencies are committed to creating a workforce that reflects the diversity of the state and strongly encourages persons of color and Indigenous communities, members of the LGBTQIA2S+ community, individuals with disabilities, women, and veterans to apply. The varied experiences and perspectives of employees strengthen the work we do together and our ability to best serve Minnesotans.

All qualified applicants will receive consideration for employment without regard to race, color, creed, religion, national origin, sex (including pregnancy, childbirth, and disabilities related to pregnancy or childbirth), gender identity, gender expression, marital status, familial status, age, sexual orientation, status regarding public assistance, disability, veteran status or activity in a local Human Rights Commission or any other characteristic protected by law.

APPLICANTS WITH DISABILITIES

Minnesota state agencies make reasonable accommodations to their employees and applicants with disabilities. If you have a disability and need assistance in searching or applying for jobs with the State of Minnesota, call the job information line at [651-259-3637](tel:651-259-3637) or email careers@state.mn.us and let us know the support you need.