

STATE OF ARIZONA JOB CODE SPECIFICATION

FLSA:	EXP	Job Code:	ACV36116
Job Class Code:	030	Salary Schedule:	ASRRWILD
EEO Category:	02	Grade:	20
Workers Comp Code:	7720		
Job Code Established:	10/1/97	Effective Date:	
Job Code Revised:	07/01/06	Effective Date:	07/01/06

JOB CODE SERIES: Wildlife Series

JOB CODE TITLE: WILDLIFE MANAGER 3

HRIS TITLE: WILDLIFE MGR 3

CHARACTERISTICS OF THE JOB CODE: Manages an assigned wildlife district within one of Arizona's regions, is responsible for the on-the-ground implementation of all agency major program areas within this geographic area of responsibility and performs other duties. Applies best practices and works in conjunction with other agency staff to effectively conserve, enhance and restore Arizona's diverse wildlife resources and habitats in assigned district. Performs law enforcement activities to ensure wildlife protection and safe watercraft and off-highway vehicle recreation. Performs a variety of information and education related activities and public relations activities, e.g., providing hunter or other safety training, making presentations, responding to wildlife-related questions and issues. Generally works from home office geographically isolated from supervisor. The Wildlife Manager 3 is differentiated from the Wildlife Manager 2 by consistent demonstration of additional expertise and initiative in management of work assignment, in assuming a lead role administering the agency's major programs at the district or sector level, in coaching or mentoring other sector Wildlife Managers in the implementation of major programs, in serving as primary Field Training Officer, in acting for supervisor, and in serving as a Recruit Training Officer.

EXAMPLES OF DUTIES: Individual positions may be responsible for some or all of the listed duties and/or other related duties. Applies wildlife and ecological knowledge and best practices in management of an assigned wildlife district. Provides wildlife and habitat protection and management. Performs wildlife surveys in the field and develops hunt and other recommendations. Formulates scientific recommendations regarding proposed housing developments or other plans affecting wildlife and habitat in assigned district. Develops relationships with land owners and managers, hunting and fishing public, recreationists, public agency employees and others in district. Performs public relations activities such as making wildlife-related presentations to various groups, manning booths or otherwise assisting with various special local or agency sponsored information and education functions, providing hunter or other safety training, responding to wildlife-related questions and issues and/or having interested individuals ride along while performing daily duties. Performs law enforcement activities to enforce wildlife-related and other laws, rules and regulations, particularly during hunting and fishing seasons and for boating and off-highway vehicle safety. Writes reports and recommendations. Works with other agency employees, other public agencies, volunteers, various wildlife groups, land owners and managers and others on various projects, such as building water catchments and fence renovation. Serves as primary Field Training Officer providing field training and evaluation of wildlife manager trainees. Provides specialized training to other districts. Seeks funding sources and prepares grant proposals. Develops agreements, e.g., stewardship, intergovernmental, fishing and boating access, etc. May serve as primary agency representative on federal, state, county, and local intergovernmental planning teams and perform related duties.

WORK CONDITIONS: Wildlife Managers work irregular hours and may be assigned to respond to a situation weekends, holidays, and/or at night. District assignments may be in any part of the state with its variety of extreme weather and topographic conditions. Generally, employees in this job code work from a home office and are geographically separated from their supervisors and regional offices. Generally, most work is performed outdoors and includes hiking, backpacking, using various transportation modes (e.g., boat, plane, ATV, horse, mule, on foot), camping out (sometimes for extended periods), climbing trees and dams, participating in low-flying surveys and/or entering mines. Requires lifting and carrying more than 50 pounds, sometimes for extended periods. Involves face-to-face contact with law violators and others in possession of firearms or other weapons and exposure to animal and wilderness dangers.

KNOWLEDGE, SKILLS AND ABILITIES (KSAs):

Knowledge of: Wildlife, habitat, basic biology and chemistry. Law enforcement techniques, rules, regulations, policies and procedures. Job-related federal, state and agency rules, regulations, policies and procedures. Best practices and to perform various wildlife-related duties, such as, wildlife surveys and trapping, tranquilizing and tagging wildlife. Effective training techniques.

Skill in / Ability to: Develop working relationships with the public, tribes, various governmental and special interest groups and the media. Provide appropriate customer service to a variety of individuals and private and public groups. Negotiate with individuals and entities to resolve issues and/or for contracts. Communicate orally and in writing. Train and evaluate prospective district managers. Identify wildlife in less than optimal conditions. Use agency radio system, GIS, GPS locator, computers, cameras and, as needed, other tools and equipment, such as, electrical, plumbing, welding, etc. Apply basic survival and first response (medical assistance) skills. Work outdoors in extreme weather and/or isolated conditions. Work irregular hours, including on weekends and holidays and at night. Maintain AZPOST certification. Obtain special certification as needed (e.g., specialized certifications, e.g., herbicide application, water treatment and distribution). Use various modes of transportation, such as horses, mules, boats, four-wheel drive, all terrain vehicles

KSAs are typically obtained through experience and/or education in:

- Wildlife science, research, management and/or enforcement.

Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs) may be substituted.

Special Selection Factors: Bachelor's degree in a wildlife science or related field as defined by Arizona Game & Fish. Possession of and ability to maintain valid Arizona driver's license appropriate to assignment. Have and maintain Arizona Peace Officer Standards and Training Board (AZPOST) certification. Successful completion of Game & Fish academy and field training.