

STATE OF ARIZONA JOB CODE SPECIFICATION

FLSA:	EXP	Job Code:	ACV36119
Job Class Code:	030	Salary Schedule:	AREG
EEO Category:	02	Grade:	22
Workers Comp Code:	7720		
Job Code Established:	07/01/06	Effective Date:	07/01/06
Job Code Revised:		Effective Date:	

JOB CODE SERIES: Wildlife Series

JOB CODE TITLE: WILDLIFE MANAGER FIELD SUPERVISOR

HRIS TITLE: WILDLIFE MGR FIELD SPVR

CHARACTERISTICS OF THE JOB CODE: Supervises Wildlife District Managers and trainees over widespread geographic location within one of the Game & Fish regions. As field supervisor, generally works from home office geographically isolated from supervisor and subordinates. Applies best practices and works in conjunction with other agency staff to effectively conserve, enhance and restore Arizona's diverse wildlife resources and habitats. Provides law enforcement to ensure wildlife protection and safe watercraft and off-highway vehicle recreation opportunities. Provides coordination to ensure the success of regional program implementation within assigned area. Coordinates and negotiates with national, state, tribal and/or municipal agencies and others to ensure successful program implementation and to identify and resolve natural resource management issues in assigned geographic area. Performs a variety of information and education related activities. The Wildlife Manager Field Supervisor is the field supervisory level of the wildlife manager series and is responsible for field implementation of all agency major program areas within assigned area.

EXAMPLES OF DUTIES: Individual positions may be responsible for some or all of the listed duties and/or other related duties. Provides field supervision of professional wildlife managers. Coaches and mentors subordinate personnel. Ensures staff competency and development. Ensures implementation of all regional programs. Applies wildlife and ecological knowledge and best practices in management of assigned geographic area. Performs administrative functions, e.g., managing the sector budget, ensuring appropriate risk and loss control measures are taken, writing reports and performing supervisory-related activities, such as training, performance evaluations and planners for subordinates. Performs wildlife surveys in the field and develops and/or reviews hunt and other recommendations. Formulates and/or reviews scientific recommendations regarding proposed housing developments or other plans affecting wildlife and habitat in assigned geographic area. Develops and maintains relationships with subordinates, land owners and managers, hunting and fishing public, recreationists, public agency employees and others. Coordinates with various private individuals, associations, agency staff and public agencies to ensure successful program implementation and to identify and resolve natural resource management issues. Performs a variety of public relations and information and education related activities. 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. May act as Regional Manager in the absence of the manager.

WORK CONDITIONS: Wildlife Manager Field Supervisors work irregular hours and may be called upon to respond to a situation weekends, holidays, and/or at night. Assignments may be in any part of the state with its variety of extreme weather and topographic conditions. Generally, employees work from a home office and are geographically separated from their supervisors and regional offices and their subordinates. While performing more administrative work than their subordinates, field supervisors perform many duties outdoors that include 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 for various wildlife-related duties. Supervisory practices and techniques, including coaching, mentoring and employee development.

Skill in / Ability to: Effectively supervise, coach and mentor subordinates who are geographically isolated. Develop and maintain 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. Work irregular hours, including on weekends and holidays and at night. Maintain field skills related to surveys, etc. 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. 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.