

STATE OF SOUTH DAKOTA CLASS SPECIFICATION

Class Title: Senior Wildlife Biologist

Class Code: 90213
Pay Grade: GK

A. Purpose:

Directs research and management functions in a designated primary resource area to ensure development, enhancement, and conservation of fish, wildlife, and associate habitats and oversees budgetary activities while providing technical expertise and support to program administrators.

B. Distinguishing Feature:

Senior Wildlife Biologists direct program, research, and management functions for a designated primary resource area such as stream and lake habitats, the Missouri River system, big game, upland game, waterfowl, wetlands habitat, land access management, or wildlife diversity/endangered species.

Wildlife Biologists function primarily as a research biologist and plan, implement, and coordinate research activities.

Resource Biologists support established research projects and programs by gathering and summarizing data and monitoring project activities.

C. Functions:

(These are examples only; any one position may not include all of the listed examples nor do the listed examples include all functions which may be found in positions of this class.)

1. Plans and directs programs to research and manage fish, wildlife, and habitats in a major ecosystem.
 - a. Designs and directs studies, surveys, and management activities.
 - b. Designs and conducts field research.
 - c. Prepares program budgets and approves expenditures.
 - d. Develops systems and techniques for data collection and accumulation.
 - e. Develops educational products and materials.
 - f. Develops program goals, objectives, strategies, and priorities.
 - g. Designs and directs habitat development programs.
2. Implements and directs research projects and surveys to acquire data and information on species.
 - a. Directs surveys and studies by assigning projects, recommending techniques and tools, and providing technical expertise.
 - b. Integrates data from multiple sources.
 - c. Evaluates statistical analyses of research data for validity.
 - d. Conducts research related to recreational use of and environmental demands on species.
 - e. Formulates management plans based on research results.
3. Serves as a technical spokesperson for the department to provide accurate and detailed information concerning program issues.
 - a. Prepares, edits, and reviews scientific reports, papers, and position statements.
 - b. Testifies at public hearings, commission meetings, legislative committee meetings,

- and international committee meetings.
 - c. Represents the department on committees and task forces, and as liaison with other governments, environmental groups, and individuals.
 - d. Recommends regulation and policy proposals for harvest, recreational use, and protection of species.
 - e. Writes news articles and participates in radio and television programs.
4. Develops a primary resource area operating budget designed to accomplish annual work plan objectives.
- a. Participates in facility operations and maintenance planning and incorporates anticipated expenses into the operation budget as needed.
 - b. Coordinates capital development proposal process for the management area plan as identified in facility status reports and operational and strategic plans.
 - c. Reviews and compiles equipment specifications requirements and authorizes purchases of parts and repair work while safety protocols are followed.
5. Supervises program staff.
- a. Interviews and selects staff.
 - b. Approves leave requests and time forms.
 - c. Provides training and work direction.
 - d. Addresses staff problems and recommends disciplinary actions,
 - e. Conducts performance appraisals and completes performance documents.
6. Performs other work as assigned.

D. Reporting Relationships:

Reports to a Program Administrator. May supervise Wildlife and Resource Biologists.

E. Challenges and Problems:

Challenged to develop and direct a comprehensive research and management program for species in a major ecosystem. This is difficult because of the variety of species involved; the geographical parameters of the resource area; funding limits; and political, social and economic pressures. Further challenged to provide consistency in technical interpretations of state laws and regulations associated with their respective primary resource area.

Problems include complaints from landowners and sportsmen, personnel problems, equipment malfunctions, season design conflicts between different sections of the department, habitat needs of a species versus resource use by public agencies and private concerns, turning management goals or ideas into practical proposals, finding efficient methods to sample aquatic environments and fish populations, and determining what actions to take or recommend in response to habitat alterations.

F. Decision-making Authority:

Decisions include research needs, study and survey components, personnel needs, whether data fulfills research requirements, content of news releases and presentations, budget requests and expenditures, recommendations for capital improvements, recommendations for equipment repair and/or purchase, and proposed regulations and seasons.

Decisions referred include final approval of seasons and regulations, research study initiation and implementation, controversial presentations, final budget, purchase of major capital assets, and priority of project funding.

G. Contact with Others:

Daily contact with other staff in the department to exchange information, provide instruction on program procedures, and coordinate surveys; and the public to explain department programs; weekly contact with other biologists to exchange information; and monthly contact with federal agencies and private organizations to exchange information.

H. Working Conditions:

Typical office environment a portion of the time, works outdoors in a variety of environments and weather conditions and in low-flying aircraft, and is exposed to diseases and hazardous materials.

I. Knowledge, Skills, and Abilities:

Knowledge of:

- principles used in the management of wildlife and fish populations,
- ecology of game and non-game species, and ecological and socio-economic factors affecting habitat and populations;
- state and federal laws and regulations as they apply to wildlife and fisheries management;
- department policies and procedures;
- planning and policy development;
- interaction among the public, resource management agencies, and wildlife and fisheries resources;
- research, laboratory, and statistical methods as they relate to wildlife and fisheries management;
- principles of effective human relations and dealing with the public.

Ability to:

- effectively plan and organize work activities and prioritize task completion to meet schedules and deadlines;
- develop policies and define standards for specific issues;
- develop procedures and determine the logical flow of work;
- provide work direction to professional, technical, and clerical staff;
- favorably present and promote departmental priorities, services, and actions;
- budget monetary, material, and equipment resources;
- communicate information clearly and concisely;
- supervise.