



Operations Office
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Brad Loveless, Secretary

Laura Kelly, Governor

Assistant Director of Fish Culture and Fisheries Management – #K0242748

This unclassified, exempt, full-time position is in the Fisheries Division, located in the Pratt Operations Office and is directly supervised by Doug Nygren, Division Director.

This position plans, supervises, and coordinates the Kansas Department of Wildlife, Parks and Tourism's fish culture and fisheries management programs. Other responsibilities include oversight of facility infrastructure maintenance and coordination of all capital improvement projects for fish culture and management. The position supervises three regional fisheries management supervisors and one statewide fish culture supervisor.

Fisheries management duties include oversight of the private water angler access program; fisheries management on public streams, reservoirs, lakes, and ponds; coordination and implementation of statewide annual work plans designed to enhance fish populations through habitat improvement, fish growth enhancement programs, and water quality improvement efforts; coordinates statewide effort to capture wild broodstock and collect eggs for propagation in the state hatchery system; coordinates statewide water-level management plans; and special projects, as assigned.

The position also oversees the fish stocking programs, coordinating production at four department fish hatcheries and the Woodson Rearing Pond, as well as commercial fish purchases; manages statewide fish stocking requests, production, and stocking schedules; develops strategic plan and manages budget for statewide implementation of winter trout stockings in 33 designated waters; coordinates the urban fishing program, planning and budgeting for statewide implementation of channel catfish stockings in 92 designated urban waters; coordinates Kansas' involvement with nationwide efforts to gain FDA approval for certain drugs to be used in fish culture.

BENEFITS: Beginning annual salary, \$70,077; group health and life insurance; retirement; optional deferred compensation, dental and vision options; holidays; and sick, vacation and parental leave.

MINIMUM REQUIREMENTS: Bachelor's degree in environmental, agricultural or natural sciences/resources **and** four years of experience in a field of environmental/agricultural sciences or natural sciences/resources. Additional experience in the biological science, agricultural sciences, physical sciences, natural sciences/resources, mathematics or engineering may be substituted for the required education as determined relevant by the agency. Prefer candidates possessing a bachelor's degree in fisheries biology or fisheries management and related experience. Must possess a valid driver's license and pass a background check.

HOW TO APPLY: Go to the State Employment Center at <https://admin.ks.gov/services/state-employment-center> and follow the directions below:

- Click in the middle of the page under the Sunflower. From there either **Sign in** to your existing account or **Register** for a new account.
- **Review and complete** your contact information on the **My Contact Information** page. Please make sure to include your **email address**.
- **Upload documents** listed in the **Required Documents** section of this job posting to the appropriate location.
- **Complete and Submit** your application.
- **Check your email** and **My Job Notifications** for written communications from the Recruiter.

- o **Email** - the email listed on the **Careers>My Contact Information** page.
- o **Notifications** - view the **Careers>My Job Notifications** page

The following are the required items to apply:

- 1) a letter of interest
- 2) a detailed resume; **including a valid e-mail address**
- 3) transcript material, **if applicable**, (copies of official transcripts or unofficial student copies are acceptable as long as degree is conferred)
- 4) Employment application – employment application is generated once information is entered into the State Employment Center
- 5) an Authorization to Release Information form** (this can be found at the following website): <https://www.ksoutdoors.com/news/KDWPT-Info/Jobs/Employment-Application-Additional-Info> and,

***Please note, this form must either be witnessed and signed by a Kansas Department of Wildlife, Parks and Tourism employee or signed in front of and notarized by a notary public. We reserve the right to conduct a background check on all qualified applicants.*

- 6) Kansas Tax Clearance Certificate

Kansas Tax Clearance Certificate: Each applicant applying for a State of Kansas job vacancy must obtain a State Tax Clearance Certificate by accessing the Kansas Department of Revenue’s website at <https://www.ksrevenue.org/taxclearance.html>. A **Tax Clearance** is a comprehensive tax account review to determine and ensure that an individual’s account is compliant with all primary Kansas Tax Laws. Applicants are responsible for submitting their certificate with all other application materials to the hiring agency. This is in accordance with Executive Order 2004-03.

Incomplete applications will not be considered. A complete application packet must be submitted for each position. We no longer make copies of previous applications. Submitted application materials will be reviewed in Pratt to assure that the position minimum requirements are met, and those meeting the minimum requirements will be forwarded to the respective division for interview selection.

Applicants are notified whether or not they are selected to interview. The interview is generally a one-time, panel interview consisting of position-specific questions for all applicants (same questions for each applicant), with the selection being made after all candidate interviews are completed.

Veterans’ Preference Eligible (VPE): Former military personnel or their spouse that have been verified as a “veteran” under K.S.A. 73-201 will receive an interview if they meet the minimum requirements of the position. The veterans’ preference laws do not guarantee the veteran a job. Positions are filled with the best qualified candidate as determined by the appointing authority. Additional VPE information can be found at <https://admin.ks.gov/services/state-employment-center/veterans>. Applicants claiming veterans’ preference for the first time must mail a copy of your DD-214 to the Office of Personnel Services, 900 SW Jackson, Room 401-N, Topeka KS 66612, or FAX to 785/291-3715.

DEADLINE TO APPLY – May 7, 2021

The Americans with Disabilities Act ensures your right to reasonable accommodations during the employment process—individuals with disabilities are encouraged to contact the agency recruiter if reasonable accommodations are needed for any part of the application or hiring process. Equal Opportunity Employer. Women and minorities are encouraged to apply. Veteran’s Preference Eligible.