

Job ID: 69328 - Area Wildlife Supervisor - NR Area Supervisor Wildlife

Location: Sauk Rapids

Full/Part Time: Full-Time

Regular/Temporary: Unlimited

Working Title: Area Wildlife Supervisor
Job Class: Natural Resources Area Supervisor - Wildlife
Agency: MN Department of Natural Resources

- **Who May Apply:** Open to all qualified job seekers
- **Date Posted:** 09/15/2023
- **Closing Date:** 10/05/2023
- **Hiring Agency/Seniority Unit:** Department of Natural Resources
- **Division/Unit:** DNR Fish and Wildlife / Region 3
- **Work Shift/Work Hours:** Day Shift
- **Days of Work:** Monday - Friday
- **Travel Required:** Yes
- **Salary Range:** \$30.48 - \$44.13 / hourly; \$63,642 - \$92,143 / annually
- **Classified Status:** Classified
- **Bargaining Unit/Union:** 216 - Middle Management Association/MMA
- **FLSA Status:** Exempt - Executive
- **Telework Eligible:** Yes
- [Designated in Connect 700 Program for Applicants with Disabilities:](#) Yes

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Job Summary

The DNR Section of Wildlife is currently seeking a self-motivated, adaptable, and dedicated leader to fill the Area Wildlife Supervisor position at the Sauk Rapids Work Area. This full-time position will direct, supervise, and manage wildlife management activities within the three-county work area including 61 Wildlife Management Areas (WMAs) with a variety of habitat types. The incumbent will be directly involved in leading partnerships with the National Wildlife Refuge, county and other local government units, sportsmen's groups, and the recreating public. There are endless opportunities for this wildlife supervisor to impact habitat

improvement and lead a highly functioning staff of Natural Resource professionals; to preserve, protect, and manage wildlife habitats on public and private lands; promote the enjoyment of wildlife resources by the public; and foster an understanding and appreciation for wildlife and the habitats they utilize through focused educational efforts.

Responsibilities include:

- Perform supervisory and administrative functions so employees are supported, utilized, and developed; ensure assigned work is completed efficiently, and management objectives are consistent with regional and division objectives.
- Provide technical assistance to private landowners so that wildlife values on private lands can be enhanced and preserved and recreational opportunities enhanced.
- Plan and implement wildlife management and development activities on WMAs, Aquatic Management Areas (AMA), and streams so that wildlife resource on these lands and waters will be managed or enhanced using ecosystem-based management concepts and department guidelines.
- Assess and monitor the needs and status of wildlife so that essential population information is available when implementing programs relating to the restoration, conservation, management, and enhancement of wild birds and wild animals.
- Coordinates and collaborates with Division of Fish and Wildlife programs and activities so that wildlife and associated resources can be enhanced.
- Foster collaboration and coordination in response to statewide wildlife disease and depredation issues within the local work area.

This position has a flexible work arrangement and may be eligible to telework on a part-time basis which is subject to change. If approved, the employee would be required to complete a telework agreement. This position will require reporting to the primary work location on an occasional basis for meetings, training, onboarding, etc.

Minimum Qualifications

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

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- Four (4) years of professional level experience with increasing responsibility in the areas of wildlife management, ecology, or closely related field sufficient to develop, administer, and support wildlife management.
- Demonstrated leadership, organizational, and interpersonal skills to direct, develop, and engage staff, work to resolve conflict, motivate people, and work as a productive member of teams.
- Demonstrated ability to treat employees inclusively in the areas of accommodation, scheduling, expectations, individualized resource needs, training, and development.
- Experience effectively managing and prioritizing a large and multifaceted workload and carrying multiple projects through to completion.
- Oral and written communication skills sufficient to effectively communicate complex concepts and principles to other resource professions and the public; make effective presentations to a wide variety of audiences by identifying their level of understanding and evoking a positive response; prepare and edit high quality technical reports and management plans; research sufficient to solve problems; and educate others.
- Experience successfully resolving multifaceted conflicts involving internal and external constituents with the ability to uphold the culture of respect.
- Working knowledge of managing complex budgets and projects with fund integrity
- Working knowledge of forest, brushland, and wetland ecology, especially native plant communities, and respective management techniques to restore or enhance.
- Knowledge of hunting and trapping traditions, methods, and the ability to comprehend laws, rules, policies, and procedures.
- Experience with computers including, communication, database manipulation, Microsoft Office Programs, Global Information Systems (GIS), to create, modify, and

manipulate documents and or data.

- Experience using and implementing prescribed fire as a management tool.
- Experience successfully setting work priorities, planning, and accomplishing projects, and evaluating accomplishments.

Preferred Qualifications

- Experience in negotiation, conflict management, and consensus building with diverse groups. Includes critical thinking skills to analyze and resolve ambiguous and/or controversial situations, make difficult decisions, and persuade others of the merits of a position or proposal that supports/advocates for the mission of the division/department and build consensus among varied and sometimes conflicting opinions.
- Knowledge of land acquisition procedures and Minnesota state laws.
- On-the-ground experience leading and planning prescribed burns as a MNRXB2 Minnesota Burn Boss Type 2 or NWCG RXB2 Burn Boss.
- Two (2) years' experience as a supervisor of (full-time, unlimited) professional employees, where duties include hiring, employee development, performance management, etc.
- Knowledge of state and federal laws and regulations guiding hunting and management of wildlife populations and lands.
- Experience resolving conflicts with specific wildlife-related stakeholder groups, including but not limited to hunters, farmers, local government representatives, etc.

- Experience in other natural resources disciplines (i.e., forestry, fisheries, recreation management, etc.).
- Experience developing and successfully implementing budgets and operational plans.
- Strong leadership, personnel management, and organizational skills and experience.
- Knowledge of water level management for wildlife habitat maintenance and development.

Additional Requirements

This position requires 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.

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>.

If you have questions about the position, contact Gretchen Miller at gretchen.miller@state.mn.us or [651-259-5740](tel:651-259-5740).

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 Rebecca Mortellaro at rebecca.mortellaro@state.mn.us.

Why Work for Us

Diverse Workforce

We are committed to continually developing a workforce that reflects the diversity of our state and the populations we serve. The varied experiences and perspectives of employees strengthen the work we do together and our ability to best serve the people of Minnesota.

A recent engagement survey of State of Minnesota employees found:

- 95% of employees understand how their work helps achieve their agency's mission
- 91% of employees feel trusted to do their jobs
- 88% of employees feel equipped to look at situations from other cultural perspectives when doing their job
- 87% of employees report flexibility in their work schedule

Comprehensive Benefits

Our benefits aim to balance four key elements that make life and work meaningful: health and wellness, financial well-being, professional development, and work/life harmony. As an employee, your benefits may include:

- Public pension plan
- Training and professional development
- Paid vacation and sick leave
- 11 paid holidays each year
- Paid parental leave
- Low-cost medical and dental coverage
- Prescription drug coverage
- Vision coverage
- Wellness programs and resources
- Employer paid life insurance
- Short-term and long-term disability
- Health care spending and savings accounts
- Dependent care spending account
- Tax-deferred compensation
- Employee Assistance Program (EAP)
- Tuition reimbursement
- [Federal Public Service Student Loan Forgiveness Program](#)

Programs, resources and benefits eligibility varies based on type of employment, agency, funding availability, union/collective bargaining agreement, location, and length of service with the State of Minnesota.

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employers. The State of Minnesota recognizes that a diverse workforce is essential and strongly encourages qualified women, minorities, individuals with disabilities, and veterans to apply.

We will make reasonable accommodations to all qualified applicants with disabilities. If you are an individual with a disability who needs assistance or cannot access the online job application system, please contact the job information line at [651-259-3637](tel:651-259-3637) or email careers@state.mn.us and indicate what assistance is needed.