

**Working Title: Assistant Area Wildlife Manager**  
**Job Class: Natural Resources Specialist Intermediate Wildlife**  
**Agency: Department of Natural Resources**

- **Job ID:** 82739
- **Location:** Brainerd, MN
- **Telework Eligible:** No
- **Full/Part Time:** Full-Time
- **Regular/Temporary:** Unlimited
- **Who May Apply:** Open to all qualified job seekers
- **Date Posted:** 01/06/2025
- **Closing Date:** 01/27/2025
- **Hiring Agency/Seniority Unit:** Department of Natural Resources
- **Division/Unit:** Fish and Wildlife / WL-R2 Brainerd
- **Work Shift/Work Hours:** Day Shift
- **Days of Work:** Monday - Friday
- **Travel Required:** Yes; Occasional overnight travel
- **Salary Range:** \$26.04 - \$37.98/hourly; \$54,372 - \$79,302/annually
- **Classified Status:** Classified
- **Bargaining Unit/Union:** 214-MN Association of Professional Employees/MAPE
- **FLSA Status:** Exempt - Professional
- [Designated in Connect 700 Program for Applicants with Disabilities:](#) Yes

**The work you'll do is more than just a job.**

At the State of Minnesota, employees play a critical role in developing policies, providing essential services, and working to improve the well-being and quality of life for all Minnesotans. The State of Minnesota is committed to equity and inclusion, and invests in employees by providing benefits, support resources, and training and development opportunities.

## Job Summary

The Department of Natural Resources (DNR) provides outdoor recreation activities and manages Minnesota's natural resources to create economic opportunity and a sustainable quality of life. We are driven to find talented, innovative employees to help us carry out this mission.

The DNR is currently seeking an Assistant Area Wildlife Manager in Brainerd, MN.

This position exists to protect and enhance wildlife populations and capital improvements through development and management of wildlife habitats and facilities. The Assistant Area Wildlife Manager recommends development, maintenance, and construction on all wildlife management areas within the Brainerd wildlife work area. In addition, the position provides input into the evaluation, development, and management of populations, habitat, and plant communities as well as provides assistance to the Area Wildlife Supervisor.

Brainerd wildlife staff oversee an area that includes over 1.3 million acres of public and private land in Crow Wing County and a portion of Cass County. These lands include 22 Wildlife Management Areas totaling 13,700 acres, one state game refuge and one designated waterfowl refuge.

Responsibilities include:

- Assist with the implementation of habitat management, facility development, and maintenance in the Wildlife Area so that wildlife resources and public use are enhanced.

- Assist with protection of wildlife and habitat through habitat evaluation, land acquisition, and environmental review so that healthy and diverse wildlife habitats will be maintained on the landscape.
- Assist with the implementation of wildlife population management programs in a manner that is consistent with the Section of Wildlife goals and objectives.
- Effectively communicate wildlife management work and needs in order to gain public understanding and support for wildlife management programs.
- Assist with fiscal and other administrative activities for the Wildlife Area so that priority habitat and facility management activities are completed according to desired time schedules.
- Assist with financial and other reporting.
- Demonstrate accountability to Department personnel and interested stakeholders by adhering to Department policies and guidelines.

These jobs require moving to a significant degree on rough terrain in adverse environmental conditions. They require the ability to move 2 miles in 30 minutes while transporting a 25-pound pack (passing the Work Capacity Test, moderate level).

## Minimum Qualifications

**Transcripts are required for this position. Applicants who meet minimum qualifications will be sent instructions for transcript review after the posting close date.**

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

Transcript Evaluation:

A review of your transcript per the following coursework requirements:

A minimum of three (3) courses directly related to wildlife management/biology;

One (1) course in each: chemistry or physics; statistics; communication; and ecology;

At least four (4) additional wildlife or ecology, or related courses, such as animal or plant taxonomy, comparative anatomy or physiology, soils or geology, mammalogy, ornithology, parasitology, etc.

Two (2) years of professional level (e.g., NR Specialist) wildlife management or habitat experience sufficient to manage and implement habitat management, plans, contracts, facility development, and maintenance duties in a Wildlife Area.

Experience in wildlife management including managing forest, prairie, grassland, brush land, and wetland habitats for wildlife.

Knowledge of and/or experience with using prescribed fire as a habitat management tool.

Technical knowledge of wildlife species identification, habitat relationships, food habits, animal behavior, parasites and disease, life histories, and reproductive potential.

Knowledge of census/survey techniques and their limitations.

Knowledge sufficient to identify common terrestrial and aquatic plants.

Writing skills sufficient to communicate work programs, project proposals, accomplishment reports, survey results, hunting season data, and correspondence.

Ability to effectively communicate to individuals, small and medium sized groups, and news media.

Knowledge of development and implementation of project proposals using available, staff, tools, and equipment.

GIS/GPS education or experience.

Ability to use various computer software including word processing, spreadsheets, data base, and mapping software.

Ability to safely operate and transport equipment, including hand and power tools. Must be able to demonstrate ability, pass all required training, and complete all position task books for (but not limited to) trailers, boats, snowmobile, ATV, UTV, tractors with attachments, chain saw, brush saw, and tracked vehicle.

Ability to become Minnesota Fire Fighter Type 2 (FFT2) qualified through completed required coursework and field training within twelve (12) months of hire (S-130 Firefighter Training, S-190 Introduction to Wildland Fire Behavior, L-180 Human Factors on the Fireline, IS-100 Introduction to the Incident Command System, IS-700 An Introduction to the National Incident Management System).

## **Preferred Qualifications**

Master's degree in Wildlife Biology or related field.

Experience with forest management, forest ecology, and silviculture practices.

Certified in the application of pesticides for invasive species management.

Experience with citizen engagement, conflict resolution, and negotiation techniques.

Knowledge of various water control structures, lake/wetland ecology, and wetland restoration practices.

Knowledge of and/or experience with hunting and trapping traditions, methods, wildlife damage management, and regulations.

Experience in coordinating wetland management for wildlife habitat with other disciplines or organizations.

Experience in writing contracts for wildlife habitat or facility projects.

Experience in supervising contractors or work crews with habitat management projects.

A working knowledge of other disciplines such as fisheries, forestry, forest ecology, shallow lakes management, soil conservation, and hydrology to guide the development of partnerships and projects.

Basic wildland firefighter training (S-130 Firefighter Training, S-190 Introduction to Wildland Fire Behavior, L-180 Human Factors on the Fireline, IS-100 Introduction to the Incident Command System, IS-700 An introduction to the National Incident Management System).

Qualified as a:

MFIRB (Minnesota Firing Boss – Minnesota DNR standards) or State/NWCG equivalent.

MRXB3 (Minnesota Burn Boss Type 3) or State/NWCG equivalent.

MRXB2 (Minnesota Burn Boss Type 2) or State/NWCG equivalent.

## **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. Candidates must be legally authorized to work in the United States without sponsorship for employment visa status (e.g. H1B status).

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 Careers Help Desk at [651-259-3637](tel:651-259-3637) or email [careers@state.mn.us](mailto:careers@state.mn.us). For additional information about the application process, go to <http://www.mn.gov/careers>.

## Contact

If you have questions about this position, contact Christine Reisz at [christine.reisz@state.mn.us](mailto:christine.reisz@state.mn.us) or [218-203-4323](tel:218-203-4323).

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 Paige Stanius at [paige.stanius@state.mn.us](mailto:paige.stanius@state.mn.us).

## Working together to improve the state we love.

What do Minnesota's State employees have in common?

- A sense of purpose in their work
- Connection with their coworkers and communities
- Opportunities for personal and professional growth

## Benefits

As an employee, you'll have access to one of the most affordable health insurance plans in Minnesota, along with other benefits to help you and your family be well.

### Your benefits may include:

- Paid vacation and sick leave
- 12 paid holidays each year
- Low-cost medical, dental, vision, and prescription drug plans
  - Fertility care, including IVF
  - Diabetes care
  - Dental and orthodontic care for adults and children
- 6 weeks paid leave for parents of newborn or newly adopted children

- Pension plan that provides income when you retire (after working at least three years)
- Employer paid life insurance to provide support for your family in the event of death
- Short-term and long-term disability insurance that can provide income if you are unable to work due to illness or injury
- Tax-free expense accounts for health, dental, and dependent care
- Resources that provide support and promote physical, emotional, social, and financial well-being

**Support to help you reach your career goals:**

- Training, classes, and professional development
- Federal Public Service Loan Forgiveness Program (Some positions may qualify for the Public Service Loan Forgiveness Program. For more information, visit the Federal Student Aid website at [studentaid.gov](https://studentaid.gov))

**Employee Assistance Program (EAP) for work/life support:**

- A voluntary confidential program that helps employees and their families with life challenges that may impact overall health, personal well-being, or job performance
- Common sources of stress can be addressed through the EAP: mental health, relationship challenges (personal and work), grief and loss, finances, and legal issues
- Daily Living/Convenience Services: Chore services, home repair, trip planning, child/elder care

**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.

---

## **EQUAL OPPORTUNITY EMPLOYERS**

Minnesota state agencies are equal opportunity, affirmative action, and veteran-friendly employers. State agencies are committed to creating a workforce that reflects the diversity of the state and strongly encourages persons of color and Indigenous communities, members of the LGBTQIA2S+ community, individuals with disabilities, women, and veterans to apply. The varied experiences and perspectives of employees strengthen the work we do together and our ability to best serve Minnesotans.

All qualified applicants will receive consideration for employment without regard to race, color, creed, religion, national origin, sex (including pregnancy, childbirth, and disabilities related to pregnancy or childbirth), gender identity, gender expression, marital status, familial status, age, sexual orientation, status regarding public assistance, disability, veteran status or activity in a local Human Rights Commission or any other characteristic protected by law.

## **APPLICANTS WITH DISABILITIES**

Minnesota state agencies make reasonable accommodations to their employees and applicants with disabilities. If you have a disability and need assistance in searching or applying for jobs with the State of Minnesota, call the Careers Help Desk at [651-259-3637](tel:651-259-3637) or email [careers@state.mn.us](mailto:careers@state.mn.us) and let us know the support you need.