

Pheasants Forever and Quail Forever

The Habitat Organization

JOB VACANCY ANNOUNCEMENT

Farm Bill Biologist I or II

Sidney, Ohio

TITLE: **POSITION TITLE:** Farm Bill Wildlife Biologist I or II
LOCATION: Work area includes Shelby, Darke, Mercer, and Auglaize Counties, with the primary workstation being the USDA Service Center in Sidney, OH.
ON DEADL **APPLICATION DEADLINE:** Open until filled. Application evaluations and interviews will be conducted on an ongoing basis.

OVERVIEW: This is a field level position on Pheasants Forever and Quail Forever's (PF & QF) Conservation Operations Delivery Team, made possible through partnership with the USDA Natural Resources Conservation Service (NRCS) and Ohio Division of Wildlife (ODOW). The successful applicant will be an employee of and supervised by PF & QF, but may receive training, daily instruction, workload prioritization, and more from both PF & QF and partner agencies. Occasional service to counties outside the assigned work area may be required to address annual workload variance and assist teammates and partners. The biologist will work in joint capacity with NRCS, ODOW, and other partners to promote, accelerate enrollment, coordinate, and implement the conservation provisions of the Federal Farm Bill and other related wildlife conservation programs. Primary workload will focus on the Conservation Reserve Program (CRP), including the Conservation Reserve Enhancement Program (CREP) and State Acres for Wildlife Enhancement (SAFE), plus other relevant Farm Bill programs such as the Environmental Quality Incentive Program (EQIP), Conservation Stewardship Program (CSP), and Agricultural Conservation Easement Program (ACEP).

RESPONSIBILITIES:

- Provide technical assistance (wildlife habitat focus) and guidance to private landowners, government agencies, non-government organizations and others.
- Assist partner agencies with the implementation of Farm Bill Conservation Programs, such as CRP, EQIP, and WRE, and other relevant wildlife conservation programs.
- Conduct on-site field visits to provide habitat restoration and management recommendations, determine conservation program and/or practice eligibility and feasibility, evaluate conservation practice installation and establishment, evaluate maintenance and/or management of conservation practices, complete vegetation assessments, and more.
- Assist partner agencies with wildlife habitat evaluation guides (WHEG), program applications, suitability and feasibility worksheets, practice assessment worksheets, practice certification, implementation requirements, prescribed burn plans, maps, soils maps, status reviews, and other technical documentation required of conservation plans and programs.

- Provide customer service to landowners by phone, in the office, and/or through on-site field visits to communicate conservation program and practice requirements, review conservation plans and other contract documents, answer questions and communicate technical information, guide conservation practice implementation, management, and maintenance, and more.
- Establish and maintain trusted working relationships with landowners, government agencies, non-government organizations and others.
- Promote conservation programs and/or practices by conducting outreach such as workshops, field days, demonstration events, and habitat tours.
- Promote and accelerate enrollment in programs that allow public access to private land for wildlife-dependent recreation (Such as VPA-HIP).
- Work with local PF & QF chapters to assist with wildlife education and outreach and provide technical assistance for habitat projects.
- Perform other related duties as assigned.
- **Additional responsibilities of the Farm Bill Biologist II job level:**
 - Perform all responsibilities of a FBB I with minimal errors and some supervision.
 - Perform other related duties as assigned.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- Excellent interpersonal, written, and verbal communication skills with the ability to communicate clearly and effectively with diverse landowners and partner agency staff.
- Ability to work independently with minimal supervision and/or remote supervision.
- Knowledge of wildlife ecology. Specific knowledge of grassland/farmland associated wildlife species' habitat requirements is desirable.
- Knowledge of grassland and early succession habitat management, including the ability to utilize various habitat management techniques in the development of management plans.
- Knowledge of conservation practices applicable to wildlife conservation on agricultural land.
- Knowledge of conservation and wildlife habitat programs provided by federal (i.e. Farm Bill), state, and local entities.
- Knowledge of plant species common to STATE's grasslands and agricultural lands and ability to identify them (Including native, non-native, invasive, and noxious species).
- Effective planning and organizational skills with ability to manage demanding workloads.
- Proficiency with ArcGIS and Microsoft Office Suite (Excel, Word, PowerPoint, Outlook, etc.) required.
- Valid driver's license and daily use of personal vehicle is required with a mileage reimbursement provided at the current IRS rate. Work related travel can range from 6,000-10,000 miles/year.
- Must have or be able to obtain a personal cell phone to be used for work.
- Must be able to obtain USDA Federal Security Clearance.
- **Additional qualifications of the Farm Bill Biologist II job level:**
 - Proven understanding and experience working with Farm Bill Conservation Programs such as CRP, EQIP, WRE, etc.
 - Proven understanding of agricultural landscapes, common farming and land use practices, and basic agricultural economics.
 - Demonstrated experience working with private landowners.

- Practical understanding of habitat restoration, ecology, and land management.

EDUCATION AND/OR EXPERIENCE:

- Degree in wildlife management, natural resource management, biological sciences, or related field of study appropriate to the position; **OR** any combination of education, training, and/or experience that demonstrates that the applicant possesses the knowledge, skills, and abilities required to do the job and is comparable to that normally acquired through successful completion of a 4-year degree program in an appropriate field of study.
- Related continuing education, training, licenses, and certifications may also be considered in the evaluation process for all job levels, including things such as prescribed fire training, pesticide applicator licenses, NRCS Certified Conservation Planner, and more.
- **Additional qualifications required to be considered for the Farm Bill Biologist II job level:**
 - 1 Year of practical experience with wildlife management, private lands technical assistance, landowner outreach, and/or related responsibilities.

CONFIDENTIALITY REQUIREMENTS:

This position requires the individual to have access to confidential records and information. To successfully perform this position, confidentiality of the information with which the individual has contact must be maintained.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Ability to work in an office setting, including sitting at a desk and viewing a computer screen for extended periods of time.
- Ability to stand, walk, and hike outside for extended periods of time across uneven terrain in varying weather conditions.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Work from a federal, state, or other partner agency provided office space.
- Work related overnight travel for conferences, trainings, staff meetings, and other events can range from 5-15 nights/year.

EQUIPMENT AND TOOLS USED

Tools and equipment listed are some of the typical tools and equipment; other equipment may be used as needed:

- Employer Provided
 - Standard office equipment (laptop, monitor, keyboard, mouse, etc.)
- Employee Provided
 - Mobile/cell phone to be used for business purposes such as communication and navigation.
 - Vehicle to be used for business purposes while travelling to temporary work places such as other assigned offices and/or field sites, with a mileage reimbursement provided at the current IRS rate.

SALARY AND BENEFITS:

- Starting salary of \$40,000 to \$54,000 (Commensurate with qualifications).
- Health, vision, dental and more insurance coverage plans available.
- 401(k) Retirement plan with an employer match of up to 5%.
- Student Loan Assistance program of up to \$200/month for eligible employees.
- Vehicle Stipend of up to \$300/month for eligible employees.
- Paid Time Off accrued at 15 days (120 hours) per year for new employees (increasing after 3 years).
- Bereavement/Family/Sick Leave of 6 days (48 hours) per year.
- 13 Paid holidays.
- An Employee Benefit Summary can be found on our [Careers](#) page.

APPLICATION REQUIREMENTS: Combine your cover letter, resume, and 3 references into 1 file (Word document or PDF) before clicking on the blue APPLY button at the bottom or upper right corner and uploading it to the resume area of your application. For a complete list of current job openings, visit our recruitment website at www.pheasantsforever.org/careers. Only online applications will be accepted._

CONTACT: Cody Grasser, PF & QF Ohio State Coordinator, 419-551-3875.

Pheasants Forever, Inc is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, status as a protected veteran, status as a qualified individual with disability, or any other category that may be protected by law.