Invites applications for the position of:

**WILDLIFE MANAGEMENT SUPERVISOR**

*An Equal Opportunity Employer*

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<tr>
<th>PN: 20058876</th>
<th><strong>Pay Range:</strong> 12</th>
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<tbody>
<tr>
<td><strong>Job Type:</strong> Full-Time, Permanent, Exempt</td>
<td><strong>Hours of work:</strong> Mon-Fri 8am-5pm, (Hours may vary &amp; require nights, weekends &amp; Holidays)</td>
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<td><strong>Location:</strong> Franklin County</td>
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<td><strong>Promotional Bid:</strong> classified position (may include promotion, transfer or demotion)</td>
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<td><strong>Job Location:</strong> 1500 Dublin Road Columbus, Ohio 43215</td>
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<td><strong>Division:</strong> Wildlife</td>
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<td><strong>Opening Date:</strong> Wed. 04/20/16</td>
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<td><strong>Closing Date/Time:</strong> Fri. 05/06/16 11:59 PM Eastern Time</td>
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<td><strong>Salary:</strong> $1,889.60 Biweekly $23.62 Hourly $49,129.60 Annually</td>
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<td><strong>Duties:</strong> THE OHIO DEPARTMENT OF NATURAL RESOURCES IS ACCEPTING APPLICATIONS FROM ALL</td>
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**STATE OF OHIO**
Natural Resources
2045 Morse Rd.
Building D-1
Columbus, OH 43229-6693
(614) 265-6981
http://www.dnr.state.oh.us/
The Ohio Department of Natural Resources (ODNR) mission is to ensure a balance between wise use and protection of our natural resources for the benefit of all.
The Division of Wildlife mission is to conserve and improve fish and wildlife resources and their habitats for sustainable use and appreciation by all.

About the Division of Wildlife
The Division of Wildlife is a direct descendant of the Ohio Fish Commission, which was created by the General Assembly in 1873 to deal with declining fish populations in Ohio's inland lakes and streams. In 1949 the Division was joined with other state conservation agencies under the mantle of the newly created Department of Natural Resources.

Division of Wildlife projects are carried out by a team of nearly 500 trained personnel. We face many challenges in the pursuit of our goal to ensure an abundance of high quality wildlife experiences for today's Ohioans and for future generations. Land acquisition, harvest regulations, and licensing are fundamental tools in the management of Ohio's wildlife resources.

Our division manages or cooperates in managing over three-quarters of a million acres of diverse wildlife lands throughout the state, plus more than 2 1/4 million acres of water. On the basis of biological data and public input, we issue regulations that supplement long-term statutes to protect wildlife and to provide the public with opportunities to benefit from wildlife for recreational, scientific, and other purposes.

Click the link to learn more about the Division of Wildlife.

RESPONSIBILITIES OF THE WILDLIFE MANAGEMENT SUPERVISOR POSITION:
Administers & coordinates all wildlife management programs, specific cooperative management program (e.g., hunting, land management, farming) & related activities (e.g., cover mapping, establishing hunting & trapping regulations, oversees waterfowl program, approves permit applications): supervises all habitat & recreational management on more than 20,000 acres of publicly owned land; supervises cooperative hunting project & habitat projects on private land; supervises assigned staff (e.g., interviews, hires, evaluates, coordinate employee work schedules, approves leave/training requests, approves timesheets, writes performance evaluations, hears step 1 grievances, disciplines); participates in strategic, tactical, & operational planning through the Comprehensive Management System [CMS] by working individually & within teams to implement operational projects & participate in implementation, progress tracking, & updating/revision of all plans to facilitate progress on plan strategies, objectives, & outcomes [goals]; coordinates environmental assessments & grant applications; prepares operational plans for all federal aid projects, tactical plans & long-range plans, & prepares annual reports; manages & is accountable for assigned budget (e.g., prepares, audits & monitors annual equipment & maintenance budgets, responsible for staying within budget allocation, tracks & records spending, reviews & approves payments & payroll, authorizes purchase of supplies, equipment & materials, develops & submits future budget requests); prepares legal contracts for timber sales & cooperative farming agreements with contractors; coordinates & instructs in-service training for all district personnel; functionally supervises wildlife officers on assigned projects; reviews & makes recommendations on wildlife laws; provides operational guidance & program supervision to commissioned officers (e.g., boundary encroachments; trapping, handling, transporting, tranquilizing, final disposition of wild animals; wild animal identification; wild animal disease; wildlife survey assignments & guidance).

Performs a variety of public relations activities: provides information involving wildlife (e.g., wildlife programs & management principals) to general public, conservation groups & resource agencies; attends & represents department/division at public meetings & hearings; provides technical assistance & expertise to landowners; prepares & edits news releases & conducts media interviews; serves as liaison to other local, state & federal agencies related to wildlife issues.

Oversees & conducts collection of research & survey data: implements & supervises biological sampling techniques & schedules wildlife management personnel & wildlife officers in collection of survey & research data (e.g. trapping, banding, sexing, & aging of various wildlife species; hunter bag checks, nest box maintenance & utilization, deer aging stations & wildlife audio/visual surveys); interprets research data, completes reports & coordinates the implementation of wildlife management practices from research results; provides technical advice & direct assistance to public on wildlife damage control, nuisance or injured animals (e.g., capture injured & diseased animals, capture deer with tranquilizer guns); attends & represents department/division at public meetings & hearings; serves as liaison to other local, state & federal agencies related to wildlife issues; uses computer (e.g., to check e-mail, complete activity logs, timesheets); drives state vehicle from area to area of the state to perform job duties (e.g., travel to work site, attend meetings, conferences, attend training, run errands).

**UNUSUAL WORKING CONDITIONS:** Exposed to inclement weather; may be exposed to pesticides/herbicides; diseased or dead animals; requires travel.

**Minimum Qualifications:** Completion of undergraduate core program in wildlife management or related field of study, & 36 months of experience in Wildlife Management.
Must be able to provide own transportation.

OR

12 months experience as a State of Ohio Assistant Wildlife Management Supervisor, 22855; or a Wildlife Area Supervisor, 22215 or similar position & able to provide own transportation

-Or equivalent of Minimum Class Qualifications For Employment noted above.

**Major Worker Characteristics:**

**Knowledge of:**
- Wildlife management practices, budgeting, management*, employee training & development*, supervisory principles/techniques; safety practices (Occupational Safety & Health Administration [OSHA] regulations, equipment operation, firearm safety practices, care & handling of animals, poisonous plants & animals, department/division safety policies & procedures*), public relations, human relations, agency policies & procedures (department, division)*, (federal, state, local), interviewing, engineering (wetland design)*, natural sciences (wildlife biology, wildlife management, Mammology, Ornithology, ecology, Botany, Plant Taxonomy, Agronomy), law (contracts, wetland regulations, federal & state laws & regulations concerning wildlife habitat & wetland development & management)*.

**Skilled in:**
- Word processing (Microsoft Office: Word, Excel, Access, Outlook, geographic information systems [ArcGIS] software package), equipment operation (global positioning satellite [GPS], computer, general office equipment, vehicle).

**Ability to:**
- Define problems, collect data, establish facts & draw valid conclusions; calculate fractions, decimals & percentages; prepare complex reports; prepare & deliver speeches before specialized audiences & general public; gather, collate & classify data; resolve complaints from angry citizens & government officials.

* Developed after employment

**COMPETENCIES:**
- Monitor Processes, Materials, or Surroundings; Documenting/Recording Information; Getting Information.

**Supplemental Information:**

The final candidate selected for the position will be required to undergo a criminal background check. Criminal convictions do not necessarily preclude an applicant from consideration for a position. An individual assessment of an applicant’s prior criminal convictions will be made before excluding an applicant from consideration.

**STATUS OF POSTED POSITIONS:**

Applicants can view the status of this position by logging into their user profile on the Ohio Hiring Management System [OHMS] Home page at the following link [careers.ohio.gov](https://careers.ohio.gov), and selecting "My Profile".

**NOTES:**
- BARGAINING UNIT APPLICANTS WILL BE GIVEN CONSIDERATION FOR THIS POSITION PURSUANT TO COLLECTIVE BARGAINING AGREEMENT.

- Selection devices, proficiency testing and/or assessments may be used to determine if an applicant meets and is proficient in the minimum qualifications for this position.

Applicants may attach the following document types:
- Microsoft Word (.doc and .docx)
- PDF (.pdf)
- Plain Text (.txt)
- Rich Text (.rtf).

Please do not upload attachments that have an anomaly or password protected.

**IMPORTANT NOTE: Please do not include your Social Security Number (SSN) with your on-line application and/or documentation. If attaching a document that contains your SSN, please redact (black out) SSN before attaching it to your application.

The State of Ohio is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, sexual orientation, genetic information, religion, age, disability or military status in employment or the provision of service.

When contacted for an interview, an applicant who requires special accommodations due to a disability should notify the office at that time so proper arrangements can be made for the interview.

Click HERE to Apply.

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