

**Employment, Recruitment and Retention Branch**

4200 Smith School Road

Austin, TX 78744

Human Resources: (512) 389-4545; Fax: (512) 389-4861; Internet: www.tpwd.state.tx.us/business/jobs/**NOTE: 30% TRAVEL REQUIRED.**

POSITION TITLE:	Program Specialist V	PHONE NO.:	806/655-3782
FUNCTIONAL TITLE:	Wildlife Diversity Biologist	FAX NO.:	806/655-4045
CLASS NO. –		E-MAIL ADDRESS:	calvin.richardson@tpwd.state.tx.us
SALARY GROUP:	1574/B21	POSITION	To be determined
SALARY:	\$4,731.36/Mo.	LOCATION/	
DIVISION:	Wildlife	ADDRESS:	Lubbock or Canyon
HIRING			
CONTACT:	Calvin Richardson	POSTING DATE:	October 13, 2009
POSTING NO.:	10-06-037	CLOSING DATE:	November 20, 2009

GENERAL POSITION DESCRIPTION: Under the direction of the District 2 Leader, the Wildlife Diversity Biologist is responsible for implementation of the Wildlife Diversity Program activities as identified in the Texas Wildlife Action Plan (TWAP) (non-game, species of concern, threatened and endangered species and critical/unique habitat). Works directly with private land owners, managers, corporate land managers, state and federal agencies, Non-Government Organizations (NGOs,) and others in the formulation of wildlife and habitat management recommendations for non-game, endangered, threatened, rare and critical species and other conservation planning projects within area of responsibility. Disseminates information to the general public and other Texas Parks and Wildlife Department (TPWD) constituents. Conducts inventories and research on rare and other non-game species. Prepares annual reports, technical reports, popular articles, scientific publications, and management brochures/bulletins. Assists with survey, management, maintenance, research and habitat enhancement activities on TPWD public lands and district projects as assigned. Works under general direction with extensive latitude for the use of initiative and independent judgment. Performs additional duties as assigned. Complies with all Agency, Division, and branch rules, regulations, and procedures.

WORKING CONDITIONS: (1) Required to work hours other than 8:00 am to 5:00 pm, Monday through Friday. with days off other than Saturday, Sunday and holidays; (2) Required to work overtime as necessary and as authorized; (3) Required to respond to emergency or on call situations; (4) Required to travel in state or out of state with possible overnight stays; (5) Required to work outdoors, occasionally in adverse weather conditions (0 degree F to 120 degree F); (6) Required to perform various methods of ground surveys and low-level aerial fixed-winged and helicopter surveys.

NOTE: TPWD employees are required to comply with department aircraft weight restrictions. Weight limit restrictions prohibit flight with passengers that weigh in excess of 286 pounds. Retention of position contingent upon maintaining less than 287 pounds to accomplish annual low-level aerial surveys; (7) Required to operate a state vehicle; (8) Non-smoking work environment in State buildings and vehicles.

MINIMUM QUALIFICATIONS:

Education: Graduation from an accredited college or university with a Bachelor's Degree in Wildlife Biology, Wildlife Management, Wildlife Ecology, or closely related degree with major coursework (twenty-four hours minimum) in Wildlife Management, Wildlife/Habitat Conservation Management and/or Research.

Experience: Five years experience as a professional biologist with a broad background of progressively responsible practical wildlife management and research experience. **Acceptable Substitution:** (1) Master's degree in Wildlife Biology, Wildlife Management, Wildlife Ecology, or a closely related field in Natural Resource Management from an accredited college or university may substitute for one year of the required experience; (2) PhD in Wildlife Biology, Wildlife Management, Wildlife Ecology, or closely related field in Natural Resource Management from an accredited college or university may substitute for two years of the required experience.

License/Certifications: Must possess or be able to obtain, within 30 days of employment, a valid Texas class "C" driver's license. **NOTE:** Retention of position contingent upon obtaining and maintaining required license.

SELECTION CRITERIA:

Knowledge, Skills and Abilities: (1) Knowledge of the basic life history, ecology and management needs of wildlife and plant species indigenous to the ecological area of responsibility; (2) Knowledge and understanding of ecosystem management and ecological processes; (3) Knowledge of department programs, policies, procedures, and operations; (4) Knowledge of the flora, fauna, and natural communities, including rare and non-game species, in the assigned area

Applicants should communicate requests for disability-related accommodations during the application process to our Human Resources Division at (512) 389-4545.

AN EQUAL OPPORTUNITY EMPLOYER



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of responsibility; (5) Knowledge of rare and endangered species issues within the area of responsibility; (6) Knowledge of Habitat Conservation Plans (HCP) and other conservation planning strategies for endangered species; (7) Knowledge of farming, ranching, industrial and residential development and other land use practices as they affect natural ecosystems; (8) Skill in planning, conducting and evaluating conservation outreach programs; (9) Skill in effective verbal and in written communication; (10) Skill in conveying highly advanced technical, wildlife, and habitat issues to the general public especially land managers, NGOs, other state, federal, and local agencies; (11) Skill in collecting, analyzing and reporting advanced scientific data; (12) Skill in using personal computers with working knowledge of MS Office software including Word, Excel, and PowerPoint, analytical software applications; and GIS/GPS applications; (13) Skill in exercising initiative and working both independently and as a team member; (14) Skill applying advanced habitat enhancement techniques, including restoration ecology, fire management, and other techniques; (15) Skill in planning, conducting, and evaluating activities concerning wildlife population dynamics, habitat requirements, and habitat enhancement activities; (16) Ability to deal effectively with the public, private landowners, land managers, consultants, other governmental agencies, and NGOs; (17) Ability to conduct scientific studies, surveys, data collection and analysis, and complete scientific and popular reports; (18) Ability to utilize GIS applications or other mapping procedures relating to community and species conservation.

Additional Requirements: (1) Resume and professional references are accepted, but will not serve in lieu of a completed State of Texas Application for Employment; (2) A **PHOTOCOPY** of an official college transcript(s) issued from the registrar **MUST** be submitted with application. The transcript may say "issued to student" and does not need to be sealed and sent to TPWD. The transcript may be faxed, scanned, or mailed with application; (3) Texas Parks and Wildlife requires a Consent for Criminal Background check form from all applicants completed at time of application. The form may be found on our website: <http://www.tpwd.state.tx.us/business/jobs/>.

FORWARD APPLICATION TO: TPWD- Texas Parks and Wildlife Department, PO Box 659, Canyon, TX 79015,
Attn: Calvin Richardson.