

NATURAL RESOURCES PROGRAM SUPERVISOR SENIOR - WILDLIFE RESEARCH

KIND OF WORK

Supervisory wildlife research program work.

NATURE AND PURPOSE

Under administrative direction, performs wildlife research supervisory work in the design, approval, implementation, and monitoring of wildlife research projects and programs to provide information and methods needed to improve wildlife management programs and resource management decisions.

The NR Program Supervisor, Senior - Wildlife Research classification differs from the NR Wildlife Research Supervisor class in that the latter classification is responsible for supervising the technical research activities of an inter-regional or statewide wildlife inventories or research program of limited scope.

The NR Program Supervisor Senior - Wildlife Research is distinguished from the NR Wildlife Research Manager in that the latter classification is responsible for overall policy development for all wildlife research programs as well as contributing to section-wide policy decisions.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Prepare annual work plan so that projects are completed according to time schedules by determining which research projects are undertaken, establishing priorities, developing project schedules, and contracting research studies to outside agencies when appropriate.

Disseminate information about wildlife research to administrators, research specialists, committees, and advising wildlife staff by developing, delivering, and/or delegating presentations.

Review research reports to ensure that they are accurate and well-written by critiquing scientific content, organization and style, and determining publication format.

Coordinate the design of native plant and wildlife inventories, surveys and research by identifying data needs, assigning survey design and data collection to staff, monitoring and directing collection of data in the field, analyze data, and prepare reports.

Supervise programs to ensure the effective allocation of human resources by interviewing and selecting staff affirmatively, assigning, scheduling, directing, and evaluating work performance; recommending achievement awards; and disciplining subordinate staff.

Manage fiscal resources to efficiently meet program needs by preparing, justifying, monitoring and evaluating budgets and developing statewide spending plans.

Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

Wildlife ecology and management, data analysis and interpretation sufficient to review the design of inventory, survey and research projects, identify informational needs, and formulate hypotheses.

Statistical analysis, research and experimental design and modeling techniques sufficient to design, analyze, review, and provide expert opinion on original scientific research projects.

Current literature on research activities relating to wildlife sciences.

Computer proficiency, including knowledge of databases, spreadsheets, and statistical programs sufficient to efficiently analyze data.

Procedures involved in planning, executing, evaluating and reporting controlled experimental research in the biological sciences.

Human resource policies, procedures, and bargaining unit agreements sufficient to resolve personnel problems, create and fill positions, reward and discipline employees, and assign, schedule and direct work of subordinate staff.

State and DNR budgeting practices and Federal Aid guidelines sufficient to prepare budget requests and monitor expenditure of funds.

Skill in:

Oral and written communication sufficient to provide technical research information to scientific, educational, civic and conservation groups.

Human relations sufficient to motivate and improve the performance of subordinate staff, negotiate resolution to conflicts with staff and other programs, and work cooperatively with others on projects.

Ability to:

Communicate orally and in written form with diverse audiences, including both lay and peer groups, sufficient to document and disseminate completed research results, present information orally, and defend conclusions.

Organize, execute, and evaluate research activities independently and to correlate findings from a variety of scientific disciplines.

Prepare and review/edit reports and papers on the results of research projects.

Perform laboratory functions.

Maintain and operate equipment, such as boats, motors, trailers, etc.

Work in adverse weather and environmental conditions.

Est.: 08/30/00

Rev.:

T.C.:

Former Title(s):