

MICHIGAN CIVIL SERVICE COMMISSION
JOB SPECIFICATION

WILDLIFE BIOLOGIST

JOB DESCRIPTION

Employees in this job complete and oversee a variety of professional wildlife management and conservation assignments to protect, develop and maintain wildlife populations and habitats on public and private lands throughout the state for environmental, economic and recreational purposes.

There are four classifications in this job.

Position Code Title - Wildlife Biologist-E

Wildlife Biologist 9

This is the entry level. As a trainee, the employee carries out a range of professional wildlife biologist assignments while learning the methods of the work.

Wildlife Biologist 10

This is the intermediate level. The employee carries out an expanding range of professional wildlife biologist assignments in a developing capacity.

Wildlife Biologist P11

This is the experienced level. The employee performs a full range of professional wildlife biologist assignments in a full-functioning capacity. Considerable independent judgement is required to carry out assignments that have significant impact on services or programs. Guidelines may be available, but require adaptation or interpretation to determine appropriate courses of action.

Position Code Title - Wildlife Biologist-A

Wildlife Biologist 12

This is the advanced level. The employee may function as a lead worker or senior worker. At this level, employees are responsible for overseeing the work assignments of other professionals or have regular assignments which have been recognized by Civil Service as having significantly greater complexity than those assigned at the experienced level.

NOTE: Employees generally progress through this series to the experienced level based on satisfactory performance and possession of the required experience.

JOB DUTIES

NOTE: The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every position are included, nor is it expected that all positions will be assigned every duty.

Develops wildlife population and habitat management plans for public and private lands, including state game areas, state forests, and state recreation areas.

Collects population and habitat data on wildlife, including game, nongame, and endangered species.

Plans and develops forest management activities in state administered forests to improve wildlife habitat.

Inventories wildlife populations on experimental or managed state-owned lands; may make recommendations on harvest.

Gives lectures and conducts field trips on wildlife identification, life history, and management including production of supporting educational or related materials.

Carries out studies of ecological relationships, life history habits, and requirements of wildlife; maintains records of findings.

Addresses wildlife requests and complaints from the public by providing information or direct intervention to resolve conflicts.

Traps and transports animals to establish new populations or resolve animal conflicts.

Maintains records and prepares reports and correspondence related to the work.

Performs related work as assigned.

Additional Job Duties

Wildlife Biologist 12 (Lead Worker)

Oversees the work of professional staff by making and reviewing work assignments, establishing priorities, coordinating activities, and resolving related work problems.

Wildlife Biologist 12 (Senior Worker)

Performs on a regular basis professional wildlife biologist activities which are recognized by Civil Service as more complex than those performed at the experienced level.

JOB QUALIFICATIONS

Knowledge, Skills, and Abilities

NOTE: Some knowledge in the area listed is required at the entry level, developing knowledge is required at the intermediate level, considerable knowledge is required at the experienced level, and thorough knowledge is required at the advanced level.

Knowledge of the principles and practices of wildlife ecology and general understanding of forest, grassland, and wetland ecology.

Knowledge of wildlife species biology.

Knowledge of basic subject matter in zoology, ornithology, animal ecology, botany, wildlife and ecosystem management.

Knowledge of food and cover requirements of wildlife, including game, nongame, and endangered species.

Knowledge of methods of producing and maintaining suitable habitat for various wildlife species.

Knowledge of laws pertaining to the take or protection of wildlife in the state.

Knowledge of natural resources and land use laws, including the process of setting wildlife regulations.

Ability to map land areas and inventory environmental conditions to determine their suitability for wildlife projects.

Ability to make sound decisions on practical problems in wildlife management.

Ability to analyze tabular data and interpret the content of data sets.

Ability to maintain records and prepare reports and correspondence related to the work.

Ability to communicate effectively with others.

Ability to maintain favorable public relations.

Additional Knowledge, Skills, and Abilities

Wildlife Biologist 12 (Lead Worker)

Ability to organize and coordinate the work of others.

Ability to set priorities and assign work to other professionals.

Working Conditions

Some jobs require an employee to be exposed to inclement weather conditions.

Physical Requirements

Duties require long periods of walking and standing, and carrying of equipment and supplies in the field.

Education

Possession of a bachelor's degree in natural resource science or biological science with at least 8 semester credits in wildlife biology and 16 semester credits in any combination of course work in the areas of botany, ecology, ecosystem management, entomology, natural resources GIS applications, mammalogy, ornithology, wildlife management, zoology, conservation biology, human dimensions of fish and wildlife management, evolutionary biology, forest resources, environmental science, or natural resources law and policy.

Experience

Wildlife Biologist 9

No specific type or amount is required.

Wildlife Biologist 10

One year of professional experience carrying out wildlife biology assignments equivalent to a Wildlife Biologist 9.

Wildlife Biologist P11

Two years of professional experience carrying out wildlife biology assignments equivalent to a Wildlife Biologist, including one year equivalent to a Wildlife Biologist 10.

Wildlife Biologist 12

Three years of professional experience carrying out wildlife biologist assignments equivalent to a Wildlife Biologist, including one year equivalent to a Wildlife Biologist P11 or a Research Biologist P11 with wildlife emphasis.

Special Requirements, Licenses, and Certifications

None

NOTE: Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION

Job Code

Job Code Description

WILDLFBIO

WILDLIFE BIOLOGIST

Position Title

Position Code

Pay Schedule

Wildlife Biologist-E

WILDBIOE

H21-001

Wildlife Biologist-A

WILDBIOA

H21-009

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05/11/2012