

NON-CAREER WILDLIFE POSITIONS AVAILABLE  
 NCWA  
 Michigan Department of Natural Resources  
 DNR - WILDLIFE DIVISION  
 Southwest Region

Posting Date: February 12, 2021

Deadline for Response: February 28, 2021

<p><u>Allegan State Game Area:</u></p> <p><u>4590 118<sup>th</sup> Avenue, Allegan, MI 49010</u></p>	<p>Starting approximately April 19, 2021 through September 30, 2021;</p> <p>Up to 40 hours per week</p> <p>Total hours: 700</p> <p>Pay rate: \$17.93</p>	<p>1 NCWA – Shooting Range</p>	<p>Employee will assist with operation and maintenance of Echo Point Shooting Range at state game area in Allegan County. Primary tasks may include shooting range lawn mowing, trash cleanup, vault toilet cleaning, gate opening and closing, general shooting range maintenance (including shooting structures) and being present at shooting range to interact with the public and users about shooting range use and rules. Additional duties may include operation of tractors with implements, vehicle barrier installation/maintenance, trash cleanup at game area parking areas, office cleaning, lawn care, sign posting, equipment/building maintenance, waterfowl banding, wildlife sample collection, and other duties as assigned.</p>
<p><u>Allegan State Game Area:</u></p> <p><u>4590 118<sup>th</sup> Avenue, Allegan, MI 49010</u></p>	<p>Starting approximately May 3, 2021 through September 30, 2021.;</p> <p>Up to 40 hours per week</p> <p>Total hours: 719</p> <p>Pay rate: \$17.93</p>	<p>2 NCWA –</p>	<p>Employee will assist with operation and maintenance of state game area, and wildlife sample collection in Allegan County. Tasks may include habitat maintenance such as mowing of fields or treatment of invasive species, operation of tractors with implements, vehicle barrier installation/maintenance, maintenance of shooting range, office cleaning, lawn care, sign posting, equipment/building maintenance, waterfowl banding, wildlife sample collection, crop damage inspections, and other duties as assigned.</p>
<p><u>Barry State Game Area</u></p> <p><u>1805 S. Yankee Springs Road, Middleville, MI 49333</u></p>	<p>Starting approximately May 3, 2021 through September 30, 2021;</p> <p>Up to 40 hours per week</p> <p>Total hours: 719</p> <p>Pay rate: \$17.93</p>	<p>2 NCWA -</p>	<p>Employee will assist with maintaining State Game Areas in Eaton, Barry and Kalamazoo counties. Employee will be responsible for maintaining and running farm tractors, no-till planting equipment, herbicide sprayers, rotary mowers, chain saws, bulldozers, and skid loaders. Tasks will include planting food plots, tree</p>

			planting, native grass planting, dropping trees, applying herbicide to invasive species, state game area maintenance, gate repairs and building maintenance. Employee will assist with goose and duck banding signing boundaries, trash pickup, trail grading and various habitat projects. Pesticide certification and Commercial Driver's License are desired, but not required.
<u>Crane Pond State Game Area</u>  <u>60887 M-40, Jones, MI 49061</u>	Starting approximately May 3, 2021 through September 30, 2021;  Up to 40 hours per week  Total hours: 680  Pay rate: \$17.93	1 NCWA -  Private Land	Employee will assist the private lands biologist and private landowners with habitat management and restoration work. This will involve using tractors and implements to prepare soil and plant seeds or trees, controlling invasive plants, and cutting trees and brush. The assistant will also deliver seed and equipment to private landowners. The TWA may assist with wildlife surveys throughout the region including surveys for birds and reptiles such as eastern massasauga rattlesnake. The TWA may implement GPS-technology to create basic shapefiles of restoration sites and features. The TWA may create showcase documents of restoration sites to be used for reporting and outreach. The TWA may be required to obtain a MDARD Commercial Pesticide Applicator license and medical examiner's card.
<u>Crane Pond State Game Area</u>  <u>60887 M-40, Jones, MI 49061</u>	Starting approximately May 3, 2021 through September 30, 2021;  Up to 40 hours per week  Total hours: 680  Pay rate: \$17.93	2 NCWA –  Public Land	Employee will assist game area staff with habitat management and restoration work on State game lands. This will involve using tractors and implements to prepare soil and plant seeds, invasive species control, cutting trees and brush, and planting trees and shrubs. The TWA may deal with dead or diseased animals. The TWA may assist with wildlife and plant surveys. The TWA will help game area staff with building or equipment maintenance. The TWA may be required to obtain a MDARD Commercial Pesticide Applicator license and medical examiner's card.

<p><u>Flat River State Game Area</u></p> <p><u>6640 Long Lake Road, Belding, MI 48809</u></p>	<p>Starting approximately May 3, 2021 through September 30, 2021;</p> <p>Up to 40 hours per week</p> <p>Monday-Friday from 7:00-3:30</p> <p>Total hours: 719</p> <p>Pay rate: \$17.93</p>	<p>2 NCWA –</p>	<p>Employee will be responsible for maintaining and running equipment used for habitat projects, State Game Area maintenance and building maintenance. Employee will assist with goose banding, deer damage inspections, signing boundaries, trash pickup, trail grading and habitat projects. Pesticide certification is desired.</p>
<p><u>Muskegon State Game Area</u></p> <p><u>7600 E. Messinger Road, Twin Lakes, MI 49457</u></p>	<p>Starting approximately May 3, 2021 through September 30, 2021;</p> <p>Up to 40 hours per week</p> <p>Total hours: 719</p> <p>Pay rate: \$17.93</p>	<p>2 NCWA –</p>	<p>Employee will be responsible for maintaining and operating equipment used for habitat projects, State Game Area maintenance and building maintenance. Employee will assist with goose and duck banding, signing boundaries, trash pickup, trail grading and habitat projects. Pesticide certification and Commercial Driver's License are desired.</p>
<p><u>Paris Field Office</u></p> <p><u>22250 Northland Drive, Paris, MI 49338</u></p>	<p>Starting approximately May 3, 2021 through September 30, 2021;</p> <p>Up to 40 hours per week</p> <p>Total hours: 719</p> <p>Pay rate: \$17.93</p>	<p>2 NCWA –</p>	<p>Employee will assist with maintaining State Game Areas in Mecosta and Oceana counties. Tasks will include operation of tractors and implements to till, plant, spray and mow fields and trails. Other tasks may include chain saw work, tree planting, Maintenance of buildings and grounds, sign installation, wildlife sample collection, crop damage inspections, and other duties as assigned within the primary work area of Mecosta, Newaygo and Oceana counties.</p>
<p><u>Plainwell Customer Service Center</u></p> <p><u>621 North 10<sup>th</sup> Street, Plainwell, MI 49080</u></p>	<p>Starting approximately May 3, 2021-September 30, 2021</p> <p>Total hours: 719</p> <p>Pay rate: \$17.93</p>	<p>1 NCWA –</p>	<p>Employee will assist the local Biologists with wildlife damage mitigation, primarily providing deer and goose damage support to local farmers. The NCWA may be asked to assist with invasive species control as needed. The NCWA may be asked to assist with disease monitoring and collection of biological samples as needed. The NCWA may be asked to participate in goose banding and species surveys as needed. The NCWA may be asked to assist other staff in other office-related activities and may provide assistance with public land maintenance.</p>

<p><u>Rose Lake Field Office</u></p> <p><u>8903 East Stoll Road,</u> <u>East Lansing, MI 48823</u></p>	<p>Starting approximately May 3, 2021 through September 30, 2021; Up to 40 hours per week Total hours: 719 Pay rate: \$17.93</p>	<p>2-3 NCWA –</p>	<p>Employee will assist with maintaining State Game Areas in Ingham, Clinton, Shiawassee and Gratiot counties. Tasks will include operation of farm tractors and implements to till, plant, spray and mow fields for food plots and native grass plantings. Mow brush on dikes and trails with rotary cutter or chainsaw. Other tasks may include equipment maintenance, building maintenance, SGA maintenance such as gate repair and installation, Boundary posting and refuse cleanup. Other duties will include waterfowl banding, wildlife sample collection, assisting with wildlife surveys, crop damage inspections, and other duties as assigned. Will also be expected to handle alive or dead wildlife when assisting full time staff with projects such as banding, capturing injured wildlife, or collecting specimens for disease testing and get them to the Lab. Office duties such as answering phone calls and cleaning facilities will also be expected. Employees will be expected to follow all DNR and State Covid-19 policies and procedures. Training will be provided for this purpose.</p>
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**Selection Criteria:**

**Required**

- Education: Education typically acquired through the completion of high school.
- Experience: No specific amount or type is required.
- Possess a valid driver’s license.
- May be required to have a medical examiner’s certification (health card) as an employee that will operate a vehicle with a Gross Vehicle Weight rating (GVWr) of 10,001 pounds or more, or a combination vehicle with a Gross Combination weight rating (GCWr) of 10,001 pounds or more. The cost of the medical examination will be covered by the State of Michigan.
- May be assigned duties that require the application of pesticides, which may require certification or registration as a pesticide applicator in compliance with the Pesticide Control Act of 1976.
- May require possession of the Commercial Driver’s License (CDL) issued by the Secretary of State as required by Public Act 346 of 1988 to operate a designated state vehicle.

**Desired**

- Education: Possession of or working towards a degree in Wildlife Management, Wildlife Biologist, or a related field.
- Flexibility to work various hours and dates, up to 40 hours per week, including some weekends.
- Ability to work independently.
- Ability to communicate well with co-workers and the public.
- Knowledge of the safe use of hand and power tools.
- Experience operating and maintaining chainsaws.
- Knowledge or experience relating to wildlife or DNR programs.
- Knowledge or experience in handling crop damage
- Knowledge of the safe use of agriculture and construction equipment.
- Knowledge and ability to identify Michigan flora and fauna.
- Ability to accurately read a map.
- General office work, including basic computer knowledge, photocopying, answering telephones, etc.

***Screening Criteria:***

- Possess a high school diploma or GED certificate.
- Possess a valid driver's license.
- Possess a commercial driver's license.
- Experience interacting with customers or the public.
- Experience operating heavy equipment.
- Experience operating hand and power tools.
- Experience operating and maintaining chainsaws.
- Experience operating tractors and farm implements.
- Possession of or working towards a degree in Wildlife Management, Wildlife Biologist, or a related field.
- Experience working for any wildlife related agency.
- Experience identifying Michigan flora and fauna.
- Experience handling crop damage
- Pesticide Certification