



WILDLIFE SPECIALIST SENIOR

“Land Resources Manager”

WILDLIFE MANAGEMENT DIVISION / HABITAT BRANCH / PHOENIX BASED

FLSA-EXEMPT

SALARY GRADE 22 (\$43,239 - \$77,468)

REQUISITION #503728 / CLOSING DATE: 1/14/2022

The mission of the Arizona Game & Fish Department is to conserve Arizona’s diverse wildlife resources and manage for safe, compatible outdoor recreation opportunities for current and future generations. It is our vision to be the national conservation leader supporting the continuation of the North American Model of Wildlife Conservation and Arizona’s most trusted, respected and credible source for wildlife conservation products, services and information.

Description of Duties: This position works cooperatively within a cohesive team responsible for the acquisition and disposal of real property, acquisition and monitoring of conservation easements and water rights, and negotiating and executing land use agreements on Commission-owned and managed properties. The person in this position also coordinates with other Department work units, outside agencies, private individuals, and industry groups, and uses his or her knowledge of wildlife and their habitat requirements, in addition to prescribed Department rules and processes, to accomplish these tasks.

Major duties include:

- Conducts property acquisition feasibility reviews, due diligence actions for property disposal, real property and water rights administration, and land use agreement preparation;
- Responds to correspondence, prepares documentation pertaining to the Land and Water Program, and provides information concerning Commission-owned and managed properties and water rights;
- Prepares annual contributions to counties in lieu of property taxes for various Commission-owned properties;
- Requires maintaining and retrieving information spatially, in databases, and in electronic and hardcopy files. Conducts environmental compliance reviews for projects on Commission-owned and managed properties, attends site visits, meetings, hearings, and seminars; and
- Performs other duties and responsibilities as directed by the Land and Water Program Supervisor.

An equal opportunity, reasonable accommodations employer, the Arizona Game and Fish Department complies with the Americans with Disabilities Act of 1990. If you need accommodation in the employment process or this document in an alternative format, please contact our office at (602) 789-3326 or TTY 1-800-367-8939, prior to the closing date of the job in which you are interested. The Arizona Game & Fish Department is responsible for managing Arizona’s fish and wildlife resource as an enduring public trust. In addition, the Department is charged with promoting safe and responsible use of watercraft and off-highway vehicles. Funding is provided from the sale of licenses and permits; watercraft registration fees; federal excise taxes on firearms, fishing equipment, boats, and other sporting goods; State lottery revenues; donations on State income tax forms; and various contracts and grants. Department policy is set by the Arizona Game and Fish Commission, whose five members are appointed by the Governor. We stand in support of equality for and advancement of all people based on their qualifications and actions alone without regard to color, gender, age, religion, national origin, or disability.



Knowledge, Skills, & Abilities: The candidate must have knowledge of/in: wildlife species and habitat requirements, principles and practices of fish and wildlife management, ecological/habitat relationships and environmental hazards, proposal preparation, and relevant federal and state laws, regulations and policies as well as Commission and Department positions and policies relative to land acquisition and disposal. The candidate should have knowledge of water rights, land use agreements, easements, and right-of-ways with a working knowledge of project design/layout, surveys, appraisal language, and GIS mapping skills.

Candidates must possess the skills and abilities to prepare a variety of correspondence including official response letters from the Director and Commission. Candidates must have excellent communication skills both verbal and written, excellent project management skills sufficient to resolve priority and workload conflicts, and organizational skills in handling multiple assignments and projects concurrently. Candidates must be proficient with standard computer software to manage and track program information via database systems.

The candidate must have a bachelor's degree in a wildlife science or closely related field and three years of experience in wildlife research or management. A graduate degree may substitute for one year of the required experience.

Position requires possession of and the ability to retain a current, valid state-issued driver's license appropriate to the assignment. Employees who drive on state business are subject to driver's license record checks, must maintain acceptable driving records and must complete any required driver training (see Arizona Administrative Code R2-10-207.12.).

All newly hired employees will be subject to the E-Verify Employment Eligibility Verification program. Our work environment offers training opportunities and encourages career development.

The State of Arizona offers an outstanding comprehensive benefits package including:

- * 13 days of vacation
- * 12 sick days with accumulation benefits
- * 10 paid holidays
- * Participation in the nationally recognized Arizona State Retirement System
- * Superior health care options
- * Vision care, dental care, pharmacy benefits, and flexible spending account (options available)
- * Life, long-term disability, and short-term disability insurance options are available
- * Many more benefit programs are available

Arizona State Government is an EOE/ADA Reasonable Accommodation Employer

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