PHEASANTS FOREVER AND QUAIL FOREVER
THE HABITAT ORGANIZATION
JOB VACANCY ANNOUNCEMENT

Habitat Specialist Coordinator
Russellville – Arkansas

Application Deadline: Open Until Filled

Anticipated Start Date: November 2023

Overview: This position is part of a partnership between the Arkansas Game and Fish Commission and Pheasants Forever, Inc. and Quail Forever (PF/QF). Under the direction of AGFC Private Lands Division staff and QF’s State Coordinator, incumbent will lead and conduct habitat management work on cooperating private lands as well as targeted public lands in designated priority geographies within Arkansas as part of the state’s private lands and quail management programs. This position is a full-time employee of Pheasants Forever/Quail Forever and will receive daily leadership from AGFC staff. This position will be located in the AGFC Russellville Regional Office and will provide daily guidance and direction to the Habitat Specialist Team. This position will serve as the day-to-day supervisor and provide direct leadership to 4 Habitat Specialists.

Duties: The incumbent will conduct wildlife habitat management practices throughout multiple priority areas. Major responsibilities include:

- Implementing habitat management on cooperating private landowners as well as public lands that includes but is not limited to edge feathering, herbicide application, prescribed burning, native grass establishment, shrubby cover establishment, and timber stand improvement (hack and squirt or chainsaw method)
- Developing prescribed burn plans and serving as a prescribed fire burn boss on both private and public lands
- Supervising and training a four person prescribe burn/habitat management crew
- Creating shapefiles of habitat work completed by crew and entering data into excel/google sheet files
- Procuring supplies and equipment
- Providing public information
- Participating in scientific field studies and surveys
- Attending/Administering prescribed fire and other habitat management technique trainings
- Performs other related duties as assigned
- Job may require odd hours and travel/time away from home

Required Knowledge Skills and Abilities:

- Have completed the following trainings:

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<tr>
<th>Course Title</th>
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<tr>
<td>Introduction to ICS</td>
<td>I-100</td>
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<tr>
<td>Human Factors in Wildland Fire Service</td>
<td>L-180</td>
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<tr>
<td>Firefighter Training</td>
<td>S-130</td>
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<tr>
<td>Introduction to Wildland Fire Behavior</td>
<td>S-190</td>
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<tr>
<td>Intermediate Wildland Fire Behavior</td>
<td>S-290</td>
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<tr>
<td>NIMS: An Introduction</td>
<td>IS-700</td>
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- Two years of experience serving on a formal prescribed fire burn crew
- Will be required to pass a Work Capacity Test (Pack Test) annually
- Served as a burn boss on prescribed burns and have experience writing burn plans
- A basic understanding of environmental, agricultural and/or natural resource science. Education may be substituted for experience as determined relevant by the partners. Preference will be given to candidates that possess a bachelor’s degree in a Natural Resources field, to include wildlife management, biology, ecology, etc.
- Experience with upland habitat management, prescribed burning, timber stand improvement ( chainsaw and hack & squirt techniques) operation of tractors and agricultural implements (disking, mowing, planting food plots, etc.), identification and control of noxious weeds and other undesired vegetation with herbicide.
- Safe transportation/hauling of equipment.
- Ability to communicate clearly and effectively with colleagues and partner agencies;
- Ability to work independently with little supervision;
- Knowledge of wildlife ecology, grassland management, and/or forest management including the ability to utilize various habitat management equipment and tools in the development of habitat;
- Excellent verbal/written communication and organizational skills;
- Valid driver’s license required;
- Applicant may be required to obtain a CDL, private pesticide applicators license and prescribed fire training.

**Preferred Knowledge, Skills, and Abilities:**

- The following courses are preferred to have already been completed by applicant:

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<tr>
<th>Course Title</th>
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<tr>
<td>Firing Operations</td>
<td>S-219</td>
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<tr>
<td>Followership to Leadership</td>
<td>L-280</td>
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<tr>
<td>Firefighter Type 1 Training</td>
<td>S-131</td>
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<tr>
<td>Prescribed Fire Plan Preparation</td>
<td>RX-341</td>
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<tr>
<td>Initial Attack Incident Commander</td>
<td>S-200</td>
</tr>
<tr>
<td>Wildland Fire Chainsaws</td>
<td>S-212</td>
</tr>
<tr>
<td>Crew Boss</td>
<td>S-230</td>
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- Qualified at Firing Boss level with satisfactory completion of 1 year in Firing Boss function
- Two years of experience applying herbicides to control undesirable species and/or conducting timber stand improvement
- Two years of experience operating tractors, discs, and planting equipment

**Training and Experience Guideline:** Any combination of training and/or experience that will enable the applicant to possess the required knowledge, skills and abilities. One year of work experience in a wildlife management or agricultural related job. Applicants who possess a Bachelor of Science Degree in Wildlife Management or closely related natural resources field and/or related field experience is preferred.

**Starting Salary:** $48,000 to $50,000 depending on qualifications and experience + benefits (see our benefits summary at [www.pheasantsforever.org/jobs](http://www.pheasantsforever.org/jobs)).

**To Apply:** Please combine your cover letter, resume, and three (3) references into a single Word document or PDF file before uploading to the “Resume” area of your application on our recruitment website at [www.pheasantsforever.org/jobs](http://www.pheasantsforever.org/jobs).
For additional questions please contact:
Courtney Todd, current Habitat Specialist Coordinator, at ctodd@quailforever.org or (314) 650-5667, or,
Ryan Parker, Arkansas State Coordinator, at rparker@quailforever.org or (307) 321-6295.

Pheasants Forever, Inc and Quail Forever is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, status as a protected veteran, status as a qualified individual with disability, or any other category that may be protected by law.