

Supplemental Information



The Louisiana Department of Wildlife and Fisheries is responsible for managing and protecting the state's renewable natural resources, including all wildlife and aquatic life.

LDWF supports a strong work ethic in its employees and incorporates the use of good science, accurate information and technology. The Office of Fisheries exists to ensure that aquatic resources are sustainable for present and future generations of Louisiana citizens by providing access and scientific management.

The incumbent is responsible for the daily management of the Marine Fisheries Coastal Study Area 3 field office in New Orleans, LA. This position oversees marine fisheries monitoring and management activities in the Barataria Basin to conserve, preserve, manage, and enhance marine fisheries and habitat resources. Work is at the manager level; general supervision is from a higher level biologist.

VACANCY INFORMATION:

This position may be filled as a:

- Probationary, Promotion or Detail
 - Open to all qualified candidates

Current permanent status classified state employees may be required to accept a Probational appointment if selected.

This position is located in New Orleans, Louisiana.

IDEAL CANDIDATE:

- Knowledge and strong understanding of research and statistical methods

- Knowledge and strong understanding of aquatic organisms, specifically estuarine and marine finfish and shellfish, and their habitats
- Knowledge of various laboratory and field sampling equipment
- Knowledge of data collecting techniques
- Knowledge of, and experience with, fisheries-dependent and fisheries-independent sampling programs
- Experience with budget and expenditure monitoring
- Ability to delegate tasks and effectively manage a large staff; great leadership ability
- Ability to work independently, as well as collaboratively, in a team environment
- Ability to effectively communicate both orally and in writing
- Ability to think analytically and problem-solve
- Possesses strong work ethic and initiative
- Possesses good interpersonal skills

ESSENTIAL DUTIES:

Essential and other important responsibilities and duties may include, but are not limited to, the following:

- Performs administrative functions within Coastal Study Area 3 (Barataria Basin), including correspondence, budget requests, inventory control, fleet management, purchasing, contract management, and developing/monitoring performance indicators
- Manages personnel: Recommends hiring and promotions; conducts performance reviews, employee training, counseling and discipline; approves time/attendance and leave requests
- Develops and implements marine fisheries and habitat monitoring, production and/or research activities for species and habitats within the Barataria Basin; coordinates conservation, preservation, management and enhancement activities with other state or inter-jurisdictional resource management organizations
- Supervises projects to mitigate impacts of natural disasters on resources and fishing industries
- Recommends management and regulatory measures for marine fisheries resources and habitats
- Drafts, reviews and testifies on legislation
- Participates in national/state/local committees, workgroups, and taskforces, including Gulf State Marine Fisheries Commission, Gulf of Mexico of Fisheries Management Council, and others, to further marine fishery resource management
- Presents technical and other marine fisheries research and management information to: news media, general public, state and local elected officials, seafood industry, recreational fishers, conservation organizations, school and civic groups, and private industry

Please click **on the link below to learn more about this position.**

[Biologist Manager](#)

HOW TO APPLY:

No Civil Service test score is required in order to be considered for this vacancy.

To apply for this vacancy, click on the “Apply” link above and complete an electronic application, which can be used for this vacancy as well as future job opportunities. Applicants are responsible for checking the status of their application to determine where they are in the recruitment process. Further status message information is located under the Information section of the Current Job Opportunities page.

Contact Information:

Department of Wildlife & Fisheries
Human Resources
P.O. Box 98000
Baton Rouge, LA 70898
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The Department of Wildlife and Fisheries is a State As a Model Employer (SAME) agency that supports the recruitment, hiring and retention of individuals with disabilities. For more information on employment resources for individuals with disabilities, see the Louisiana Employment Resources Guide at http://www.laworks.net/Downloads/LRS/EmploymentResourceGuide_2018.pdf ([Download PDF reader](#)) ([Download PDF reader](#))

Wildlife & Fisheries is an Equal Opportunity Employer

Resumes will not be accepted in lieu of an application listing complete work experience and education.

Applicants qualifying based on college training or receipt of a baccalaureate degree will be required to submit an official college transcript to verify credentials claimed prior to appointment. Please make every effort to attach a copy of your transcript to your application if possible.

If you are applying for a position which requires a baccalaureate and/or master’s degree you may apply 90 days prior to receipt of your degree, however, the effective date of the appointment cannot be prior to your graduation date.

Minimum Qualifications

MINIMUM QUALIFICATIONS:

A baccalaureate degree in a biological science, marine science, environmental

science, wildlife or fisheries management, animal science, forestry, natural resources, or conservation followed by six years of professional experience in wildlife or fisheries research, management, education or conservation; forestry; or in environmental science.

SUBSTITUTIONS:

Graduate training in qualifying fields may be substituted for up to one year of the required experience on the basis of thirty semester hours for one year of experience.

A non-thesis master's degree in qualifying fields will substitute for one year of the required experience.

A master's degree with completed thesis in qualifying fields will substitute for two years of the required experience.

A Ph.D. in qualifying fields will substitute for two years of the required experience.

NOTES:

Examples of non-qualifying degrees are science education (of any discipline), geology, geography, nuclear science, and agribusiness.

Any college hours or degree must be from an accredited college or university.

Job Concepts

FUNCTION OF WORK:

To develop and manage biological and environmental research/management activities.

LEVEL OF WORK:

Manager

SUPERVISION RECEIVED:

General from a Biologist Program Manager or higher-level Biologist.

SUPERVISION EXERCISED:

Direct line over Biologist Supervisor(s) or an equivalent unit of professional biologists.

LOCATION OF WORK:

Department of Wildlife and Fisheries.

JOB DISTINCTIONS:

Differs from Biologist Supervisor by the responsibility for supervision of Biologist Supervisor(s) or an equivalent professional biologist staff.

Differs from Biologist Program Manager by absence of responsibility for supervising a subordinate Biologist Manager or equivalent mix of supervisory staff.

Examples of Work

EXAMPLES OF WORK:

EXAMPLES BELOW ARE A BRIEF SAMPLE OF COMMON DUTIES ASSOCIATED WITH THIS JOB TITLE. NOT ALL POSSIBLE TASKS ARE INCLUDED.

Responsible for personnel management, including recommendations for hiring, promotions, annual merit increases, performance reviews, and approval of leave requests.

Makes recommendations to the division administrator and the Secretary for management and regulation of game or non-game wildlife or inland or marine fishes.

Develops, approves, or establishes research projects for game or non-game wildlife or inland or marine fishes.

Analyses highly technical biological data and prepares or edits technical and popular papers for publication.

Participates on scientific committees or taskforces at the state or national level.

Coordinates department public outreach programs, such as conducting field trips to school and civic groups and providing information upon request on game or non-game wildlife or inland or marine fishes.

Responsible for developing species management plans.