

**CLASS TITLE: CHIEF, DIVISION OF ENFORCEMENT (DEM)**

**Class Code: 02514500**

**Pay Grade: 40A**

**EO: A**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** To be responsible for law enforcement activities of the division pertaining to fish and game, shellfish, forestry, boating safety, marine larceny, boating accidents, and State health laws and regulations; to be responsible for law enforcement activities involving the protection of public safety, state property and state and federal conservation and boating laws relating to natural resources; and to do related work as required.

**SUPERVISION RECEIVED:** Works under the administrative direction of the Deputy Director for the Bureau of Natural Resources with considerable latitude for the exercise of independent judgement; work to be reviewed through consultation and review of reports for conformance to laws, policies, rules and regulations.

**SUPERVISION EXERCISED:** Plans, coordinates, supervises and reviews the work of the enforcement, marine and clerical staff of the division.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

To be responsible for law enforcement activities of the division pertaining to fish and game, shellfish, forestry, boating safety, marine larceny, boating accidents, and State health laws and regulations.

To be responsible for law enforcement activities involving the protection of public safety, state property and state and federal conservation and boating laws relating to natural resources.

To be responsible for the supervision, operation, development, implementation and evaluation of all division policies, goals, objectives and activities.

To be responsible for the education of the public as it relates to fish, shellfish, game, forestry, boating safety, marine larceny, and State health laws and regulations.

To be responsible for maintaining law and order and protecting public safety and state property at state parks, beaches, marine maintenance facilities and other recreational/natural resources areas.

To be responsible for enforcing laws and regulations regarding the taking of shellfish within the territorial limits of the state.

To review the current applicable legislation, and to draft and recommend appropriate changes where necessary.

To be responsible for the collection of evidence and preparation of data for prosecution of violators.

To prepare the annual budget for the division.

To requisition uniforms, guns, and appropriate safety equipment and materials for use by division personnel.

To hold periodic conferences with personnel enforcing fish, shellfish, game, and forestry laws, and boating regulations at state parks, forest, and natural resource areas, and coordinate their activities.

To participate in an in-service training program for division personnel and prepare or procure training materials for specific training projects or programs.

To prepare annual and special reports of the division's activities and programs.

To cooperate with local, regional and state police as well as fish and game officials in the enforcement of state laws and department regulations.

To attend meetings and conferences and address such groups concerning division activities.

To supervise and maintain a marine patrol unit on the bay, and to supervise the marine maintenance unit, responsible for the maintenance and repair of all department vessels.

To do related work as required.

## **REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGE, SKILLS AND CAPACITIES:** A thorough knowledge of Rhode Island fish and game laws, shellfish, boating safety, boating accident investigations, marine larceny, forestry law enforcement principals, objectives, practices and techniques, and State health laws and regulations and the ability to explain and interpret pertinent provisions of said related laws and regulations; a thorough knowledge of the state's forestry laws and techniques of forest fire prevention and suppression; a thorough knowledge of the United States Coast Guard "Rules of the Road" for the operation of motorboats on inland waters; a thorough knowledge of piloting, basic seamanship and boat handling; a familiarity with the life habits and living conditions of the fish, game and shellfish common to the state; a thorough knowledge of proper firearms use; the ability to plan and administer and in-service training program for divisional enforcement personnel; the ability to prepare the annual budget; the ability to supervise and motivate enforcement, marine and clerical personnel and the ability to forecast and plan long term and short term operational strategies; the ability to prepare reports containing findings, analyses, conclusions and recommendations; the ability to review collected evidence and determine if prosecution is feasible; a thorough knowledge of intergovernmental relationships and the ability to effectively work with a variety of external stakeholders and the general public; the ability to work closely with Federal, local and other state officials as well as with representatives of the general public; and related capacities and abilities.

## **EDUCATION AND EXPERIENCE:**

**Education:** Such as may have been gained through: graduation from a college of recognized standing with a bachelor's degree in Natural Resources Science, Forestry, Wildlife Management or a related field; and

**Experience:** Such as may have been gained through: employment in a responsible supervisory and administrative law enforcement position supervising a staff engaged in enforcing conservation/environmental laws, rules and regulations and other laws administered by a governmental law enforcement agency; and

**SPECIAL REQUIREMENT:** At the time of appointment and continually thereafter (unless otherwise noted):

1. Must possess a valid Motor Vehicle Operator's License.
2. At the time of appointment, must submit to and satisfactorily pass a full Background Criminal Investigation (BCI).
3. Must be free from any and all felony convictions.
4. Must meet the State of Rhode Island qualification requirements to carry weapons used in the performance of duty.
5. Must continually meet all requirements that are necessary for entry into the Municipal Police Training Academy (i.e. hearing, vision, fitness, etc.).
6. Must be physically qualified to perform assigned duties as evidenced by a physician's certificate.
7. Must successfully complete and pass a CPR/first aid training course specified by the Department once every two (2) years.
8. Must be a graduate of the Rhode Island Municipal Police Training Academy or possess equivalent certification approved and certified by the Rhode Island commission on Standards and Training. In accordance with RIGL 42-28.3-1, no person shall be appointed without completing a psychological exam as required by the Rhode Island commission on Standards and Training.

Class Revised: December 13, 1992

Editorial Review: 3-15-2003

Class Revised: September 16, 2018