

**CLASS TITLE: DISTRICT RESOURCES MANAGER**

**Class Code: 02216300**  
**Pay Grade: 21A**  
**EO: B**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** In an assigned district of the state, to be responsible for a variety of fish and game management programs; forest management and forest fire control projects; developing and maintaining recreation areas and marshland conservation sites; and to do related work as required.

**SUPERVISION RECEIVED:** Works under the general supervision of a superior with some latitude for the exercise of independent judgement; work is reviewed for conformance to policies, rules regulations and instructions.

**SUPERVISION EXERCISED:** Plans, supervises and reviews the work of assistants engaged in the construction, operation and maintenance of forest, recreation, and fish and game management projects.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

In an assigned district of the state, to be responsible for:

a program of forest management and development involving boundary surveys, reforestation and other forest conservation activities; construction of forest roads and trails; release cutting and thinning activities; wood harvesting and lumbering operations; development and maintenance of recreation areas in state forest areas; and

a program of forest fire detection and presuppression involving: training of personnel in forest conservation, forest fire detection and suppression; assisting in planning, developing and execution of a fire control plan for the assigned area; and

a program of fish and game management involving: construction and maintenance of fish and game developments such as: game food patches, earthen dams with either steel or concrete water control for marshland nesting and feeding stations, boat launching ramps in both fresh and salt water areas, fish hatcheries, etc.

To coordinate the work of personnel and use of heavy motor equipment in carrying out the above programs.

To be responsible for the minor maintenance of heavy motor equipment such as: trucks, caterpillar tractors, front end loaders, road graders, etc. and light motor equipment used by the personnel of the district.

To be responsible for the maintenance of all buildings, sanitary facilities, drinking water supplies, fire places, picnic tables, parking areas and hiking trails in the district under the jurisdiction of the Division of Conservation.

To insure that safety regulations are adhered to and that proper safety equipment is employed.

To prepare monthly and any progress reports that may be required.

To requisition all materials and to prepare recommended specifications for specific equipment when required.

To conduct in-service training and re-training for district personnel; enforce personnel rules and regulations.

To represent the Division in district contacts with private and public agencies and organizations.

To do related work as required.

## **REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A thorough knowledge of the methods and equipment employed in the maintenance of a forest and a fish and game conservation program; a thorough knowledge of the methods, techniques and materials used in forest fire-fighting; a working knowledge of federal migratory bird regulations; a working knowledge of the basic techniques of fish and game management; a working knowledge of forestry, soil and water management as related to wildlife habitat; the ability to use a transit to determine elevations and levels; the ability to read simple construction blueprints; the ability to maintain records and prepare reports; the ability to prepare routine specifications for purchase of equipment and material; the ability to establish and maintain good relations with groups interested in the work of the division and 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 specialization in one of the basic natural resources; and

Experience: Such as may have been gained through: employment as an Assistant District Resources Manager.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: March 13, 1966

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