

**TITLE OF GROUP OF CLASSES: SUPERVISING BIOLOGIST**

**TITLE OF CLASSES IN GROUP:**

<b>FRESHWATER FISHERIES</b>	<b>Class Code: 02747901</b>
<b>MARINE FISHERIES</b>	<b>02747902</b>
<b>WILDLIFE</b>	<b>02747903</b>
	<b>Pay Grade: 30A</b>
	<b>EO: A</b>

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** In the area of specialization indicated in the title, to plan, supervise, review and evaluate the work of a staff engaged in carrying out a comprehensive environmental program; to perform administrative and advanced research, and participate in the training of subordinates; and to do related work as required.

**SUPERVISION RECEIVED:** Works under the administrative direction of the division chief and Deputy Chief(s) with considerable latitude for the exercise of technical and administrative judgment; work is reviewed through conferences and submitted reports.

**SUPERVISION EXERCISED:** Plans, coordinates, supervises and reviews the work of biologists of varying levels, and others engaged in the program.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

In the area of specialization indicated in the title of the class of position:

To plan, supervise, review and evaluate the work of professional personnel and support staff engaged in carrying out a comprehensive environmental program.

To perform administrative and advanced technical work in the assigned program.

To plan and supervise difficult scientific research on various species and their habitat, including collection and statistical analysis of biological data.

To coordinate and supervise the research activities of assigned professional employees.

To coordinate research and management programs with personnel in other divisional sections and programs.

To assist the Deputy Chief(s) in planning programs, preparing budgets, writing contracts, purchasing, personnel management, records maintenance, and inventory control.

To be responsible for developing work procedures in the use and care of scientific equipment.

To provide technical assistance and recommendations to resource user groups and regulatory agencies relative to the conservation and management of the state's fish and wildlife resources.

To conduct special resource planning studies as assigned.

Periodically, to reinvestigate assignments reported by subordinates to determine the effectiveness of work methods, techniques and recommendations.

To participate in in-service training programs for subordinates and specialized training for various agencies.

To prepare correspondence and reports concerning program activities.

To submit recommendations to the Division's Deputy Chief relative to research and management programs, including proposals for changes in laws and regulations.

To serve as liaison for the division with various federal, state and local agencies relative to program activities.

To prepare comprehensive analysis of development proposals relative to their environmental impact.

To give testimony in court and before the legislature as an expert witness for the state.

To serve on legislative committees as requested by the Division Chief.

To assist in planning for the acquisition and development of new management areas.

To develop short and long term programs and goals which would address the needs of the state's environmental resources.

To provide expertise to local communities concerning proposed development which may affect environmental quality.

To serve as a member of the Advisory Committee of the Atlantic State's Marine Fisheries Commission dealing with resources on a regional basis.

To work closely with law enforcement personnel on the state and federal level in matters relating to the management and conservation of resources.

To do related work as required.

#### **REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A thorough knowledge of advanced principles, practices, methods and techniques of the biological sciences as indicated in the title of the class and the ability to apply such; the ability to plan, supervise and review the work of subordinates engaged in the program; the ability to train such personnel to perform assigned duties effectively; the ability to prepare scientific reports relating to the program containing findings, analyses, conclusions and corrective recommendations; the ability to establish and maintain effective working relationships with superiors, subordinates, and the general public, as well as the community and federal and state officials; 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 one of the specialization's indicated in the title; or one of the biological sciences; and supplemented by successful completion of courses at the graduate level in the area of specialization; and

**Experience:** Such as may have been gained through: employment in a responsible supervisory capacity involving the effective performance and application of advanced professional biological work.

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

Class Created: November 8, 1987

Editorial Review: 3/15/03