

Effective Date: March 29, 1998

State of Wisconsin
Classification Specification

DIRECTOR, BUREAU OF ANIMAL DISEASE CONTROL

I. INTRODUCTION

Purpose of This Classification Specification

This classification specification is the basic authority under Wisconsin Administrative Code ER 2.04 for making classification decisions relative to a single position located at the Department of Agriculture, Trade and Consumer Protection, Division of Animal Health, which is responsible for directing the Bureau of Animal Disease Control. This classification specification is not intended to identify every duty which may be assigned to the position but is intended to serve as a framework for classification decision making in this occupational area.

Classification decisions must be based on the "best fit" of the duties within the existing classification structure. The "best fit" is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the classification concepts and definition of this specification, or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of representative positions; job evaluation guide charts, standards, or factors; statements of inclusion and exclusion; license or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

II. DEFINITION

DIRECTOR, BUREAU OF ANIMAL DISEASE CONTROL

This is a management-level position with responsibility for directing the Bureau of Animal Disease Control. As Bureau Director, the position is responsible for leading, directing, and managing the review, analysis, and implementation of animal health policies, programs, and services to improve the effectiveness of animal disease prevention and control in the State of Wisconsin; managing the field veterinarian programs and services, animal health epidemiology programs, and animal welfare programs; managing the animal health inspection and regulatory compliance programs, including developing legislation, administrative rules, policies, and procedures; enforcing laws and regulations in the State of Wisconsin related to animal health as they affect both public health and safety and animal health, including authorizing a range of regulatory actions to ensure compliance; directing public relations and communications with other state and federal agencies, the public, the legislature, and the livestock industry; and serving as the Assistant State Veterinarian, in the absence of the State Veterinarian. Work is performed under the general supervision of the Division Administrator. This position meets the definition of management and supervisor, as defined in s. 111.81(13) and 111.81(19), Wis. Stats., respectively.

III. QUALIFICATIONS

The qualifications required for this position will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed, and by an identification of the education, training, work, or other life experiences which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired. The position allocated to this

classification must have a Doctor of Veterinary Medicine or equivalent degree from a college of veterinary medicine accredited by the American Veterinary Medical Association, and possess, or be eligible to possess, a valid license to practice veterinary medicine in the State of Wisconsin and state-federal accreditation.

IV. ADMINISTRATIVE INFORMATION

This classification was created as a result of a reorganization of the Department of Agriculture, Trade and Consumer Protection, Division of Animal Health; was made effective March 29, 1998; and was announced in Bulletin CC/SC-83.

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