

STATE OF WISCONSIN  
CLASSIFICATION SPECIFICATION

NATURAL RESOURCES LAW ENFORCEMENT SUPERVISOR

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under Wis. Admin. Code ER 2.04 for making classification decisions relative to present and future Law Enforcement Supervisor positions within the Department of Natural Resources (DNR). Positions allocated to this classification are responsible for supervising field wardens (i.e., Conservation Wardens) who perform natural resources and environmental protection law enforcement activities in an assigned geographic area for a majority (greater than 50%) of the time and team/unit leader positions within the central office responsible for the recruit training program or the environmental wardens. Positions within this classification must hold and maintain law enforcement credentials. This classification specification is not intended to identify every duty which may be assigned to positions, 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 class 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; licensure or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification. Positions in this series must which meet the statutory definition(s) of supervisor as defined in Wis. Stats. 111.81(19) as administered and interpreted by the Wisconsin Employment Relations Commission

B. Exclusions

Excluded from this classification are the following types of positions:

1. Positions which are not supervisory as defined by Wis. Stats. 111.81(19) and as administered and interpreted by the Wisconsin Employment Relations Commission.
2. Law enforcement supervisory positions found in state agencies other than DNR.
3. Positions within the DNR that supervise law enforcement staff who do not perform the full range of resource and environmental law enforcement activities and who do not have the law enforcement authority outside of DNR lands for the majority (greater than 50%) of the time.

4. All other positions which are more appropriately identified by other classification specifications.

C. Entrance Into This Classification

Employees typically enter positions within this classification by competitive examination.

## II. DEFINITIONS

### **NATURAL RESOURCES LAW ENFORCEMENT SUPERVISOR**

Positions within this classification are professional supervisors responsible for directing a team/unit of Department of Natural Resources Wardens. These positions function as a: (1) Warden Team Supervisor responsible for the administration and supervision of field wardens performing natural resources and environmental protection activities in an assigned geographic area; or (2) central office team/unit supervisor responsible for supervising the recruit wardens or serving as the administrator of environmental criminal investigations. These positions function under general supervision.

#### **Representative Positions :**

##### **Allocation # 1**

Warden Team Supervisor - Plan, direct, control, evaluate, and supervise all resource and environmental law enforcement activities and work plans. Serve as the "on-scene commander" at oil and hazardous waste spills. Coordinate and supervise all Department of Natural Resources' law enforcement activities at natural disasters and wildfires. Enforce wildlife, fish, boating, snowmobiling, all terrain vehicle, environmental, water regulation and zoning, forestry, and all state laws on DNR properties. Respond to violations in progress when field wardens are unavailable. Provide informational services to the public. Oversee budget activities and approve disbursements. Participate on statewide law enforcement management team and provide input into statewide program and policy development. Ensure appropriate training of staff. Function under the general supervision of the Regional Enforcement and Science Leader.

##### **Allocation # 2**

Recruit Training Officer – Manage the recruitment training program for all new recruit hires throughout their first full year. Develop training syllabus, secure instructors, develop training schedules and train as an instructor. Direct long range planning initiatives, budget and operational planning and implementation. Direct team operations and employee supervision. Evaluate program efficiency and effectiveness. Develop recruit training policies and procedures and ensure consistent application. Develop and manage the Field Training Officer Program. Serve as the primary liaison to the State Patrol Academy. Function under the general supervision of the NR Law Enforcement Training Director.

Environmental Criminal Investigation Supervisor – Plan, develop and direct the Department's statewide criminal environmental enforcement program. Establish long range goals for criminal enforcement interfacing with state and federal regulatory priorities. Establish policy and written guidelines; ensure interdisciplinary cooperation; develop procedures for joint enforcement initiatives. Supervise environmental wardens in regional office.

### **III. QUALIFICATIONS**

The qualifications required for these positions 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 experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

### **IV. ADMINISTRATIVE INFORMATION**

This classification was created effective March 12, 2000 and announced in Bulletin CLR/SC-109. This series replaced the Conservation Warden Supervisor classification and portions of the NR Warden Supervisor classification which were abolished effective March 12, 2000 and announced in Bulletin CLR/SC-109. These changes were made to implement a single position classification in order to accommodate implementation of the expansion of the broadband pay structure, also effective on that date.

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