

**STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION**

CONSERVATION WARDEN

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under ER 2.04, Wis. Admin Code, for making classification decisions relative to present and future Conservation Warden positions found in the Department of Natural Resources (DNR). This classification specification is not intended to identify every duty which may be assigned to positions allocated to this classification series 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; license or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

This classification encompasses positions that are responsible for performing natural resources and environmental protection law enforcement activities in an assigned geographic area for a majority (greater than 50%) of the time.

C. Exclusions

Excluded from this classification are the following types of positions:

1. Supervisory, managerial, or confidential positions as defined in s. 111.81(19), (13) and (7), Wis. Stats., as interpreted and administered by the Wisconsin Employment Relations Commission;
2. Law enforcement positions found in other state agencies;
3. Positions within the DNR that have law enforcement credentials but do not perform the full range of resource and environmental law enforcement activities and do not have the law enforcement authority outside of DNR lands for a majority (greater than 50%) of the time;
4. Positions which spend a majority of their time planning, directing, controlling and conducting investigations into potential criminal or complex civil violations of state environmental protection

or state natural resource laws (particularly those associated with commercial activity) and are more appropriately classified as Special Investigative Wardens

5. Positions functioning as Safety Specialist Wardens, for which the majority of duties reflect responsibilities of directing a recreational safety education program with an assigned district
6. All positions better identified through other classifications.

D. Entrance into this Classification

Employees enter positions within this classification by competition.

II. DEFINITIONS

Positions in this classification plan, direct and control a comprehensive law enforcement program including education and community-based policing within the assigned geographic area including the following duties for a majority of the time: enforcement authority of wildlife, fish, boating, snowmobile, all-terrain vehicle, environmental, water regulation and zoning, and forestry laws; perform investigative functions such as interviewing, interrogating, serving warrants, searching places and persons, conducting surveillance, inspections and audits, seizing and preserving evidence with or without a warrant, preparing detailed investigative reports, and testifying in court; enforce snowmobile, boat, all-terrain vehicle/utility task (terrain) vehicle and hunter safety regulations and perform and promote safety practices education. Investigate hunting, boating, snowmobile and all terrain/utility task (terrain) vehicle accidents; investigate and enforce laws pertaining to the protection of public health and safety; enforce pollution, poisons, pesticides, explosives, oil, toxic, and other hazardous regulations; direct emergency, rescue or disaster operations; function as court officer by processing DNR cases through court; perform spill control activities, including identifying, locating, monitoring, containing, removing, and disposing of discharged substances; maintain an effective communications and public relations program; and exercise full police powers on state lands and expanded authority throughout the state. Positions work closely with other DNR bureaus, community stakeholders, and natural resource organizations to promote and preserve safe and sustainable outdoor activities.

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 January 22, 1995, in bulletin CC/SC-36 as a result of the implementation of the Law Enforcement Survey. This classification's creation coincided with the abolishment of the Conservation Warden 1, 2, 3 & 4.

This classification specification was modified effective May 1, 2016, and announced in Bulletin DPM-0423-CC/SC to update the language and format of the specification to reflect current practices, update add inclusion language, update exclusion language, add entrance to classification language, revise the definition language to reflect current business practices.

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