

STATE OF WISCONSIN  
CLASSIFICATION SPECIFICATION

WILDLIFE TECHNICIAN-ADVANCED

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 wildlife management technician positions within the Department of Natural Resources. 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 (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.

B. Inclusions

The positions in this classification are technical paraprofessional positions located within the Department of Natural Resources which perform a full range of wildlife management activities within the State Game Farm, wildlife areas or properties, state-owned lands/public access sites, or basins throughout the state.

C. Exclusions

Excluded from this classification are the following types of positions:

1. Positions, which meet the statutory definition(s) of supervisor and/or management as, defined in Wis. Stats. 111.81(19) and (13) as administered and interpreted by the Wisconsin Employment Relations Commission.
2. Technical positions whose primary emphasis is performing technical support activities within the Wildlife program and are more appropriately classified within the Wildlife Technician classification specification.
3. All other positions which are more appropriately identified by other classification specifications.

D. Entrance into This Classification

Employees enter positions within this classification by competitive examination.

E. Definition of Terms Used in This Specification

Paraprofessional - A type of work closely relating to and resembling professional level work, with a more limited scope of functions, decision-making and overall accountability. A paraprofessional position may have responsibility for segments of professional level functions, but is not responsible for the full range and scope of functions expected of a professional position.

II. **DEFINITION**

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Positions allocated to this classification are responsible for technical paraprofessional wildlife management activities which have significant scope and impact. These positions will: (1) plan, schedule and coordinate the work activities of breeding/hatching/brooding operations at the Game Farm and assist in work planning, budget development, purchasing, and work scheduling; (2) perform the full range of technical paraprofessional wildlife activities for a specific portion of the wildlife program in a basin(s); (3) perform the full range of technical paraprofessional wildlife management duties with responsibility for the development, design and implementation of wildlife management projects; or (4) develop and implement projects on department properties as the assigned paraprofessional technical lands maintenance technician. The work is performed with significant delegation and under general supervision.

**Representative Positions:**

Game Farm Breeding/Hatching/Brooding Technician – Under the direction of the Game Farm Supervisor, plan, schedule and implement the work of permanent and limited term employees assigned to pheasant breeding/hatching/brooding operations. Prepare annual work plans for the respective operation; maintain inventory records; direct and implement sanitation and disease control measures, as well as husbandry activities. Direct buildings and grounds maintenance activities; coordinate catching and crating of pheasants for shipment to public hunting grounds.

Wildlife Management Technician – Implement land management development and maintenance activities to enhance wildlife populations, habitat and public use. Plan habitat and facilities development projects. Plan and perform critical wildlife habitat projects such as dike repair/maintenance, wetlands, prairies/grasslands, oak savannas, forest habitat/croplands, and artificial nesting platforms. Develop, secure and monitor sharecrop agreements. Plan and maintain public use facilities, draft bid specifications for development projects, direct private contractors. Plan and implement wildlife, terrestrial and user surveys. Coordinate harvest registration stations. Implement animal damage and nuisance wildlife programs. Provide wildlife technical paraprofessional assistance to private landowners in the management and enhancement of wildlife habitat. Participate in prescribed burn operations. Operate and maintain equipment. Acquire land use rights. Perform public relations, information and education activities. As required, coordinate and guide the activities of assigned staff.

Mississippi River Wildlife Management Technician – Under the general guidance of the Mississippi River Wildlife Biologist, plan and execute all field operations for the wildlife programs within the Western Boundary Rivers Unit. Responsibilities include the organization of equipment and staff to carry out field operations ranging from population habitat, harvest assessments and habitat development. Coordinate and provide assistance in the efficient use of equipment and personnel with other units and department programs and other states, US Fish and Wildlife Service, and US Army Corps of Engineers that have jurisdictional authority. Train field personnel in the correct methods of collecting and recording data and direct the collection of field data to ensure statistical and scientific validity of data is maintained.

Conduct evaluations to assess short and long-term river habitat conditions and changes including vegetation and invertebrate sampling. Tabulate and analyze field data and prepare or assist in preparing technical and scientific reports and perform public relations and educational activities.

Lands Management Technician – Perform a broad range of property management activities which include planning and implementing projects on Department properties as assigned. Plan and recommend development and land acquisition; inspect and maintain parking areas, roads, trails, and other special use areas and prepare inspection reports. Post and maintain property boundary markers and informational signs; develop and monitor maintenance contracts with vendors; identify and obtain permits/approvals required for site improvement or development activities. Maintain contacts with adjacent landowners, coordinate site reclamation/restoration activities. Participate in biological surveys, beaver control activities, vegetative management such as prescribed burning and timber sales, cooperation with fisheries staff on habitat projects and operate heavy equipment as assigned.

Wildlife Property Management Technician – Plan, implement and direct development, maintenance, habitat management, land acquisition, surveys and public relations programs on the Mead-McMillan Wildlife Work Unit and on cooperative managed private lands. Conduct administrative duties in conjunction with the property manager. Plan and coordinate habitat and facilities development, management and maintenance on the McMillan Marsh Wildlife Area. Plan, implement, coordinate and administer the woodland and upland grassland/cropland habitat management programs. Function as property manager in property manager's absence. Provide information and education to the public and perform property law enforcement.

### **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 May 21, 2000 and announced in Bulletin CLR/SC-112 to describe positions which perform technical paraprofessional wildlife management work at the Department of Natural Resources.

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