

STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION

NATURAL RESOURCES OPERATIONS SUPERVISOR

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under ER 2.04, Wis. Adm. Code, for making classification decisions relative to present and future professional supervisory positions responsible for the supervision and management of regionwide fish propagation and heavy equipment/operations, state nursery operations, the State Game Farm, and complex fish hatchery operations in the Department of Natural Resources. This classification is not intended to identify every duty that 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.

B. Inclusions

This classification encompasses professional supervisory positions located within the Department of Natural Resources responsible for the supervision and management of a complex fish hatchery, state nursery, the State Game Farm, or the overall supervision and management of the Region’s fish propagation and heavy equipment/operations. A position must meet the statutory definition of supervisor as defined in Wis. Stats. 111.81(19).

C. Exclusions

Excluded from this classification are the following types of positions:

1. Positions, which do not meet the statutory definition of supervisor as, defined in Wis. Stats. 111.81(19) as administered and interpreted by the Wisconsin Employment Relations Commission.
2. Positions which function as the Assistant to the Regional Operations and/or Hatchery Supervisor and have a segment of the program which are best identified as Natural Resources Operations Team Supervisor.
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.

II. DEFINITION

NATURAL RESOURCES OPERATIONS SUPERVISOR

Positions allocated to this class function as (1) the Regional Operations Coordinator (Supervisor) with regionwide responsibility for all fish propagation and heavy equipment/operations (including cross program heavy equipment work); (2) the State Game Farm Manager directing the statewide pheasant stocking and specialized pheasant propagation projects; (3) a Nursery Manager directing the nursery operations at one of the State Nursery operations or; (4) Supervisor of a large complex fish hatchery.

Representative Positions:

Regional Operations Coordinator, South Central Region: Administer, plan, direct and evaluate the work activities of operations and propagation work units within the region. Coordinate development and maintenance projects requiring heavy equipment from region field operations on fish, wildlife and park properties. Act as a consultant to region wildlife, fisheries and park managers on construction and maintenance projects. Prepare and administer complex work unit budgets and order supplies and equipment to meet the needs of the operations and propagation units. Administer and oversee fish propagation programs supplying fish statewide, the cooperative the fish rearing program and the fish distribution program in the region. Supervise the Nevin and Lake Mills Hatchery Supervisors and the Habitat Development/Maintenance staff.

State Game Farm Manager: Administer, direct and supervise the pheasant production operation at Poynette and at correctional facilities; develop and control the Game Farm budget; work planning and scheduling; human resource management; and overall program management. Major responsibilities include providing pheasant hunting opportunities on public lands through release of pen reared pheasants into selected wildlife areas; providing wild strain pheasants for establishing free living populations on private lands; directing the day-old chick program, providing pheasant hunting recreation and promoting habitat management on private lands; providing an educational role to the public regarding captive game bird propagation, and acting as the department liaison to professional game breeder associations.

Griffith State Nursery Supervisor: Administer, direct, and supervise all activities related to the distribution, seeding, and care of stock and the physical plant at the Griffith Nursery. Administer and monitor all activities associated with the purchasing, storing, inventory, and use of pesticides for the nursery and area. Provide administrative and technical input into the establishment, development, and maintenance of all seed orchards in the West Central Region. Participate in developing procedures to meet new and expanding needs as a result of changes in policy and program direction.

Art Oehmcke Hatchery Supervisor: Administer, direct, plan, implement and evaluate work activities for the warm and coolwater fish hatchery and several outlying rearing ponds. Operate and/or direct the operation of a complex pumped water system utilizing water from lakes, an extensive effluent treatment system, computer and automated controls for water quality control and monitoring equipment and sophisticated water filtration and enhancement equipment. Supervise permanent technical positions and Limited Term Employees in all phases of fish culture and distribution. Prepare and provide control and direction in the preparation and administration of work unit budgets and procurement of supplies and equipment. Administer and oversee the fish propagation and distribution program supplying fish to meet

statewide needs. Supervise regional cooperative fish rearing programs and distribution in the Northern Region, assigned to the Oehmcke Hatchery.

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 classification replaced the Natural Resources Operations Supervisor 3, Nursery Supervisor, Game Farm Supervisor and the Fish Propagation Supervisor 3 classifications that were abolished and replaced by this single level classification in order to accommodate implementation of the expansion of the broadband pay structure, also effective on that date. This classification was modified December 9, 2007 and announced in Bulletin OSER-0174-MRS/SC to add the 2nd exclusion.

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