



TEXAS PARKS AND WILDLIFE DEPARTMENT
invites applications for the position of:

Program Specialist V (Conservation Initiatives Specialist)

SALARY: \$5,354.10 /Month

OPENING DATE: 11/06/17

CLOSING DATE: Continuous

DIVISION: Wildlife

WORK ADDRESS: TPWD Headquarters, 4200 Smith School Road, Austin, TX 78744

HIRING CONTACT: Meredith Longoria, (512) 389-4410

GENERAL DESCRIPTION:

Under the direction of the Nongame and Rare Species Program Leader, this position is responsible for designing and implementing programs to provide for the conservation and restoration of Species of Greatest Conservation Need (SGCN) and their habitats in Texas. Provides development, coordination, planning, and maintenance related to the implementation of initiatives including safe harbor agreements (SHA), candidate conservation agreements (CCA), candidate conservation agreements with assurances (CCAA), habitat conservation plans (HCP), and voluntary conservation agreements for high-priority SGCN to assist private landowner conservation efforts. Coordinates with Department staff, state and federal land managers, private landowners, and others in the formulation of habitat conservation recommendations and planning projects consistent with implementation of the Texas Conservation Action Plan and Texas Land and Water Conservation and Recreation Plan. Provides training and technical guidance regarding high-priority SGCN, data needs to direct conservation efforts, and the conservation tools available for landowners that benefit SGCN to field staff, landowners, and others. Prepares and reviews reports and other technical documents. Develops and maintains highly cooperative relationships with private landowners, Department staff, governmental entities, and conservation organizations. Works under limited supervision with considerable latitude for the use of initiative and independent judgment. Performs additional duties as assigned. Complies with all Agency, Division and Branch rules, regulations and procedures.

POSTING NUMBER: 18-00244

**QUALIFICATION GUIDELINES:
MINIMUM QUALIFICATIONS:
Education:**

- Graduation from an accredited college or university with a Bachelor's degree in Wildlife Science, Wildlife Management, Biology, Zoology, Ecology, or closely related natural resource field.

Experience:

- Five years of experience as a professional biologist or conservation program coordinator (CCA, CCAA, HCP, SHA) with a broad background of progressively responsible practical conservation/research experience.

Licensure:

- If driving is required, applicant must possess a valid State driver's license.

**ACCEPTABLE SUBSTITUTIONS:
Experience:**

- Graduation from an accredited college or university with a Master's degree in Wildlife Science, Wildlife Management, Biology, Zoology, Ecology or closely related natural resource field may substitute for one year of the required experience;
- Graduation from an accredited college or university with a Ph.D. in Wildlife Science, Wildlife Management, Biology, Zoology or closely related natural resource field may substitute for two years of the required experience.

**PREFERRED QUALIFICATIONS:
Education:**

- Graduation from an accredited college or university with a Master's degree in Biology, Wildlife Science, Wildlife Management, Wildlife Ecology, Environmental Science or closely related field.

Experience:

- Experience working collaboratively with private landowners, conservation groups, and state and federal agencies.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of rare, threatened, and endangered species in Texas;
- Knowledge of conservation planning strategies, programs, and tools;
- Knowledge of State and federal laws and programs pertaining to nongame and threatened/endangered species;
- Knowledge of principles of conservation biology;

- Knowledge of Texas Conservation Action Plan;
- Knowledge of current communication technology and strategies for delivering conservation messages to the general public;
- Skill in using MS Word, Excel, Access, PowerPoint and Outlook;
- Skill in effective verbal and written communication;
- Skill in using personal computers and mobile communication devices;
- Skill in developing effective, productive relationships with private landowners;
- Skill in coordinating with landowners, members of the public, elected officials, advisory boards, universities, media representatives, department personnel, and other governmental agencies to find common ground among differing interests/viewpoints and successfully build trust and consensus;
- Skill in gathering and synthesizing complex data and communicating it in clear, practical terms applicable to various intended audiences;
- Skill in managing projects;
- Skill in using GIS and GPS to collect, manage, and analyze data;
- Skill in interpreting, analyzing, and explaining organizational policies and procedures;
- Skill in developing goals and objectives;
- Skill in making independent, sound and timely decisions;
- Ability to build/maintain trust and rapport with the public, department personnel, private landowners, land managers, consultants, and other governmental agencies, and NGOs;
- Ability to perform site monitoring, mapping and data collection;
- Ability to write, edit, and review technical documents concerning the conservation and management of rare, threatened, and endangered species;
- Ability to prioritize workload, meet tight deadlines, and work on multiple projects simultaneously;
- Ability to work under stressful conditions;
- Ability to work independently with little or no supervision;
- Ability to function as a team member, as well as lead others as appropriate;
- Ability to uniformly and consistently interpret and enforce rules and regulations and State and Federal laws;
- Ability to perform manual labor including, lifting supplies and materials up to 50 lbs.;
- Ability to conduct work activities in accordance with TPWD safety program.

**ADDITIONAL INFORMATION:
WORKING CONDITIONS:**

- Required to work 8:00 a.m. to 5:00 p.m., Monday through Friday;
- Required to work on holidays, weekends and hours other than 8:00 a.m. to 5:00 p.m. as necessary;
- Required to perform work outdoors in remote locations, occasionally in adverse weather conditions;
- Required as necessary to hike to various areas to perform site monitoring, mapping, and data collection;
- Required to perform manual labor, including lifting supplies and materials up to 50 lb.;
- Required to operate a State vehicle;

- Required to travel 25-50% with occasional overnight stays;
- Non-smoking environment in state buildings and vehicles.

ADDITIONAL REQUIREMENTS:

In order to be considered for this position, the following information is required:

- Submittal of a completed online application;
- Work history experience MUST be completed in the online application;
- A scanned copy of official college transcript(s) issued from the registrar must be attached to the online application (if applicable);
- Applicants must attach a DD214 or other supporting documentation to the online application to claim Veterans Preference.

NOTE: Resume and professional references may be attached to the online application, but not in place of the completed application. A skills test may be conducted at time of interview.

Army 11, 13, 14, 15, 29, 35, 37, 88, 89, 92
Navy OS, YN, ANY CWO, LDO - LINE GENERAL
Coast Guard 205, 360, OS, YN, 610, 040, OSS
Marine Corps 02, 04, 05, 26, 65, 70, 72, 73
Air Force 8U, 16, 60, 86

http://www.hr.sao.state.tx.us/Compensation/MilitaryCrosswalk/MOSC_ProgramManagement.pdf

An Equal Opportunity Employer

APPLICATIONS MAY BE COMPLETED ONLINE AT:

<http://tpwd.texas.gov/jobs/>

4200 Smith School Road
 Austin, TX 78744
 512-389-4545

hr@tpwd.texas.gov

Job Posting #18-00244
 PROGRAM SPECIALIST V (CONSERVATION INITIATIVES
 SPECIALIST)
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Program Specialist V (Conservation Initiatives Specialist) Supplemental Questionnaire

* 1. Which best describes your level of education?

- High School Graduate or GED
- Some college (less than 29 semester hours)
- 1-2 years of college (30-59 semester hours)
- Associate's Degree or at least 2 years of college (60-89 semester hours)
- 3 years of college (90-119 semester hours)
- 4 years of college (120 or more semester hours)
- Bachelor's Degree

- Master's Degree
 - Doctorate
 - None of the above
- * 2. Is your degree in Biology, Zoology, Wildlife Management, Ecology, or closely related natural resource field?
- Yes
 - No
- * 3. How many years of experience as a professional biologist (conservation coordinator) with a broad background of progressively responsible practical conservation/research experience do you have?
- Less than 1 year
 - at least 1 year but less than 2 years
 - at least 2 years but less than 3 years
 - at least 3 years but less than 4 years
 - at least 4 years but less than 5 years
 - 5 or more years
 - None of the above
- * Required Question