



New Jersey Department of Environmental Protection
ANTICIPATED NOTICE OF VACANCY
UNCLASSIFIED APPOINTMENT
Posting Number: NHRDFW-2019-08

DIVISION/PROGRAM DEPARTMENT STATEWIDE NATIONWIDE

TITLE: Director, Division of Fish and Wildlife

SALARY: (M38) \$96,322.28 - \$134,846.68

OPENING DATE: January 10, 2019

CLOSING DATE: January 25, 2019

EXISTING VACANCIES: One (1)

WORKWEEK: NL (35-hour) Workweek

PROGRAM/LOCATION: DEPARTMENT OF ENVIRONMENTAL PROTECTION
Natural and Historic Resources Program
Division of Fish and Wildlife
501 East State Street, 3rd Floor
Trenton, New Jersey 08625

DESCRIPTION: The Director of the Division of Fish and Wildlife is appointed by the New Jersey Fish and Game Council subject to the approval of the Governor. Under the general direction of the Commissioner, Department of Environmental Protection, is responsible for the Division of Fish and Wildlife consisting of the Bureau of Law Enforcement, Bureau of Wildlife Management, Bureau of Freshwater Fisheries, Bureau of Marine Fisheries and Bureau of Shellfisheries Management programs. Responsibilities include: development and implementation of policy and programs and development of regulations related to the management of the Division's programs. Supervises the Program which may include one Deputy Division Director, Administrator of Marine Fisheries, Bureau Chiefs, one section head, a staff with expertise in accounting, law, federal aid, planning, economics and statistics, and employees including professional biologists, conservation officers, conservation educators, technicians, clerical, maintenance workers, and volunteers, trained deputy conservation officers and hunter education volunteer instructors; does related work as required.

SPECIFIC TO THE POSITION: The candidate selected will be responsible for the protection, management and administration of 350,000+ acres of Wildlife Management Areas, fisheries administration, educational opportunities and the numerous professional staff assigned to the Division of Fish and Wildlife. Responsibilities include the development and implementation of policy, programs, regulations, and management of a \$40 million operating budget. Serves as the Executive Advisor to the Assistant Commissioner, Natural and Historic Resources and the Commissioner, Department of Environmental Protection on all fisheries and wildlife scientific and management matters. Serves as an Executive Officer to the Fish and Game Council, Marine Fisheries Council, Shellfisheries Council and the Non-Game Committee. Represents the Division and the Department at numerous inter- and intra-state meetings and conferences.

PREFERRED SKILL SET: The individual selected must have excellent interpersonal and organizational skills with the ability to administer statewide fisheries and wildlife management programs. Familiarity with management planning for both wildlife and fisheries. Ability to effectively communicate with the public and sportsmen groups.

REQUIREMENTS:

EDUCATION: Graduation from an accredited college with a bachelor's degree. **NOTE:** All college degrees (both U.S. and non-U.S.) and/or transcripts from a college or university must already be evaluated for accreditation by the closing date of the posting. Failure to comply will this requirement may result in ineligibility.

EXPERIENCE: Ten (10) years of experience in development of fisheries or wildlife management programs, five (5) years of which shall have been in a supervisory and/or managerial capacity. A Master's degree in Fisheries, Wildlife Management, or other related field, may be substituted for one (1) year of non-managerial experience.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

RESIDENCY: All persons newly hired on or after September 1, 2011 have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey subject to the provisions of N.J.S.A. 52:14-7 (L.2011, Chapter 70), also known as the "New Jersey First Act".

AUTHORIZATION TO WORK: Selected candidates must be authorized to work in the United States per the Department of Homeland Security, United States Citizenship and Immigration Services Regulations. **NOTE:** The State of New Jersey does not provide sponsorship for citizenship to the United States.

NOTE: Interviews will be granted solely based on the cover letter, resume, and credentials submitted in response to this notice. Applicants may be required to provide a copy of their transcripts at time of interview. Please include the posting number in the subject of the e-mail when submitting your credentials.

NOTE: If you have established Veteran's Preference with the Department of Military and Veterans Affairs, please submit proof of this along with your resume.

SCOPE OF ELIGIBILITY: Open to individuals who meet the above listed requirements.

SUBMIT LETTER OF INTEREST, RESUME AND E-MAIL ADDRESS BY 4:00 PM ON THE CLOSING DATE TO:

Nancy Fury
Assistant Commissioner's Office
Natural and Historic Resources
PO Box 420; Mail Code 501-03
Trenton, NJ 08625-0420
E-mail Address: NHRDFW.Resumes@dep.nj.gov
Fax Number (609) 984-1414

POSTING AUTHORIZED BY:

Phiroza Stoneback, Manager
Division of Human Resources

**Accommodations will be made for qualified applicants or employees with disabilities
New Jersey Department of Environmental Protection is an Equal Opportunity Employer**