

Office of State Budget and Management
Establish New, Receipt-Supported Positions
(G.S. 143-34.1)

Agency: N C Wildlife Resources Comm. **Division:** Wildlife Management

Budget Code: 24350 **Center Title:** Wildlife Management **Center Number:** 2151

***** Position Information *****

Proposed Classification: Wildlife/Fisheries Biologist Supervisor **Proposed Salary Grade:** 71

Salary Range: \$35,134 - \$57,152 **Proposed Effective Date:** 07/01/2006

Number of Positions: 2

	<u>Center Authorized Budget</u>	<u>Current Request</u> (max + fringes)
Total Budget	\$ 11,264,370.00	\$ 138,340.00
Receipts	\$ 11,264,370.00	138,375.00
Appropriation	\$ 0.00	\$ 0.00

Funding Source(s): Timber Receipts

Justification for Position (including description of duties and responsibilities):

Since the establishment of the Wildlife Biologist Supervisor I position ("Management Biologist") in the 1970's, significant job responsibility increases have occurred within the position's duties and workload volume. The NCWRC has a responsibility for conserving wildlife resources through land acquisition and subsequent habitat management. The pending acquisition of various tracts of former commercial forest land into the Game Land Program in the piedmont and southeastern North Carolina has created a need for additional personnel. These lands will be open to sportsmen and non-consumptive wildlife users, and will require concentrated professional planning and long-term management to improve forest health for the benefit of wildlife. As a requirement of this purchase from International Paper Co., the NCWRC must provide a agreed upon amount of timber to be supplied to IP mills for a period of 5 years, beginning in the summer of 2006. New wildlife management crews will be added to assist in the management of this new property. Land acquisition in the southern piedmont and southeastern North Carolina has increased. In addition to these expansions, a new game land is being acquired in Rowan County. To effectively manage land management programs in the piedmont and southeastern North Carolina will require two additional biologists. These positions will be responsible for the supervision of wildlife management crews located within southern piedmont and southeastern coastal region. These positions are also responsible for supervising game lands crew leaders (W/F Technician III and Wildlife Technician Supervisors).

These positions will be responsible for wildlife management activities on state owned, U.S. Forest Service owned, and leased game lands. These positions also lead and coordinate the land acquisition program in the assigned work area. The land acquisition program is ongoing and has to date resulted in the addition of numerous acres of state owned game lands.

- This position will supervise wildlife management crews located within southern piedmont and southern coastal regions.

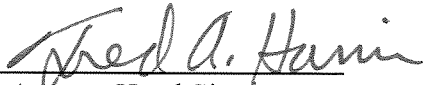
- This position is responsible for planning, organizing, coordinating, and directing game land management operations within a region.
- Position is responsible for providing training and feedback to employees to improve job performance. This includes conducting formal job performance reviews, projecting & monitoring crews budgets and for maintaining contact with cooperating agencies and organizations.
- This position leads and coordinates land acquisition within his/her region.
- This position is responsible for the development of regulations regarding the game lands in the region.
- This position is responsible for reviewing the Game Lands Map Book for completeness and accuracy before going to print.

Tommy Clark

Presentation to be made by

Finance Director

Title


Agency Head Signature


State Budget Officer Signature

OK
APB
5/21/04

Office of State Budget and Management
Establish New, Receipt-Supported Positions
(G.S. 143-34.1)

Agency: N C Wildlife Resources Comm. Division: Wildlife Management

Budget Code: 24350 Center Title: Wildlife Management Center Number: 2151

***** Position Information *****

Proposed Classification: Wildlife Forester

Proposed Salary Grade: 70

Salary Range: 33,790-54,668

Proposed Effective Date: July 1, 2006

Number of Positions: 2

	<u>Center Authorized Budget</u>	<u>Current Request</u> (max + fringes)
Total Budget	\$ 11,264,370.00	\$ 132,652.00
Receipts	<u>\$ 11,264,370.00</u>	<u>\$ 132,652.00</u>
Appropriation	\$ 0.00	\$ 0.00

Funding Source(s): Timber Receipts from Game Land Operations.

Justification for Position (including description of duties and responsibilities):

To manage the forest resources and conduct wildlife habitat management, research, and survey activities on game lands in eastern North Carolina and newly acquired Game Lands from IP consisting of approximately 36,000 acres in four counties. This position also provides technical guidance in forestry and wildlife management to other state and federal agencies, private landowners, and interested groups in the state of North Carolina.

Duties of the Wildlife Forester include: Game land habitat operations, game land maintenance, game land development, planning, coordination, evaluation, and reporting, surveys, research, wildlife population monitoring, technical guidance, contract administration, requiring the following knowledge, skills, and abilities, training and experience:

Extensive knowledge of forest management practices and their effects on wildlife is mandatory. A thorough knowledge of the principles and techniques of wildlife management is required. Knowledge of land and forest management and agricultural practices is mandatory to accomplish program objectives. Wildlife and plant ID skills are mandatory. Good communication and leadership skills are required. The ability to establish and maintain effective working relationships with crew members, other staff, cooperating agencies and organizations, and the general public is mandatory to meet program objectives. Organizational skills are mandatory. The position requires supervision of employees, land management planning, the ability to review plans, reports, and documents, and budget planning and monitoring. Employee work schedule planning, setting work area priorities, knowledge of agency purchasing procedures, employee hiring and evaluation, intra and inter agency coordination, training of employees, and personnel management skills are required. Advanced knowledge of personal computers with MS Office, internet explorer, and e-mail to complete job assignments is required. Operation of GPS units and associated GIS software is required. The ability to use a wide variety of equipment include agricultural machinery (farm tractors of various makes and sizes, discs, spreaders, drilling machines, planter drills, boom sprayers, plows, various type rotary cutters,

front-end buckets, etc.), large commercial highway vehicles w/trailers (road tractor, tandem and 2 ton dump trucks), heavy equipment (bulldozer, track loader, backhoe, grader, etc.), ATV, fire pumper unit, timber marking guns, drip torches, clinometers, hip chains, weather instruments, watercraft, chainsaw, welder, 2-way radios, power hand tools and shop tools, as well as traditional hand and mechanical tools is mandatory. Planning and coordination of regional uses of the above equipment is required of the Wildlife Forester. The capture and handling of wildlife including use of explosives, rocket nets, and capture guns is required. The ability to budget time to accomplish work assignments and to work equally well independently or as a team is required. Physical ability to work in rugged terrain and in a variety of weather conditions is required.

Tommy Clark

Presentation to be made by

Finance Director

Title

Fred A. Hain

Agency Head Signature

David M. Cuy
State Budget Officer Signature

OK
RB
5/31/08

Office of State Budget and Management
Establish New, Receipt-Supported Positions
(G.S. 143-34.1)

Agency: N C Wildlife Resources Comm **Division:** Wildlife Management

Budget Code: 24350 **Center Title:** Wildlife Management **Center Number:** 2151

***** Position Information *****

Proposed Classification: W/F Biologist I

Proposed Salary Grade: 67

Salary Range: 30,045-47,735

Proposed Effective Date: July 1, 2006

Number of Positions: 1

	<u>Center Authorized Budget</u>	<u>Current Request</u> (max + fringes)
Total Budget	\$ 11,264,370.00	\$ 58,391.00
Receipts	<u>\$ 11,264,370.00</u>	<u>\$ 58,391.00</u>
Appropriation	\$ 0.00	\$ 0.00

Funding Source(s): Timber Receipts from Game Land Operations.

Justification for Position (including description of duties and responsibilities):

Under the present organizational structure in the Western Region, one person, a Wildlife Forester, is responsible for planning, coordinating, and executing all forest management activities on all state-owned game lands in the Western Region, totaling about 70,000 acres in eighteen counties.

The Wildlife Forester also serves as a liaison between the North Carolina Wildlife Resources Commission and the U. S. Forest Service and is heavily involved in project scoping review, habitat management recommendations, and planning and coordination on about 230,000 acres of National Forests in the Western Region. This arrangement is ineffective and inefficient in accomplishing needed forestry and wildlife habitat management work in the Western Region.

Because the game lands are so widespread across the region, a tremendous amount of time is expended in travel. This excessive time spent traveling has become a severe limitation to adequately prescribing and executing needed forest management projects in a timely manner. In addition to the increased work load caused by the addition of substantial new state-owned game land acreage, the additional intensive forest and field management and the added habitat projects, research, and surveys required by the creation of the Game Land CURE Area at South Mountains Game Land also make current staffing no longer effective

This position will assist the Wildlife Forester in the management of the forest resources on state-owned game lands in the Western Region and to share responsibility for the North Carolina Wildlife Resources Commission's role in providing project scoping review, habitat management recommendations, and planning and coordination on National Forests in the Western Region, as well as technical guidance to private landowners, organizations, and other agencies.

Duties and responsibilities include

- Assisting with Preparation of Annual Wildlife-Timber Management Prescriptions.
- Assisting with Development, Coordination, and Administration of Forest Product Sales with Emphasis on Contract Compliance Inspections.
- Assisting with Conducting Scheduled Prescribed Burning Projects.
- Assisting with Providing Technical Guidance to Private Landowners, Interested Groups, and Other State and Federal Agencies.
- Assisting with Conducting Wildlife Surveys and Data Collection.

Tommy Clark

Presentation to be made by

Finance Director

Title

Karel A. Harris

Agency Head Signature

David McCay *of PB 5-31-06*

State Budget Officer Signature

Office of State Budget and Management
Establish New, Receipt-Supported Positions
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Agency: N C Wildlife Resources Comm. **Division:** Wildlife Management

Budget Code: 24350 **Center Title:** Wildlife Management **Center Number:** 2151

***** Position Information *****

Proposed Classification: W/F Technician III

Proposed Salary Grade: 65

Salary Range: 27,818 – 43,721

Proposed Effective Date: July 1, 2006

Number of Positions: 1

	<u>Center Authorized Budget</u>	<u>Current Request</u> (max + fringes)
Total Budget	\$ 11,264,370.00	\$ 53,796.00
Receipts	\$ 11,264,370.00	\$ 53,796.00
Appropriation	\$ 0.00	\$ 0.00

Funding Source(s): Timber Receipts from Game Land Operations.

Justification for Position (including description of duties and responsibilities):

The NCWRC has a responsibility for conserving wildlife resources through land acquisition and subsequent habitat management. The pending acquisition of 36,000 acres of former commercial forest land into the Game Land Program in District 3 has created a need for additional personnel. These lands will be open to sportsmen and non-consumptive wildlife users, and will require concentrated professional planning and long-term management to improve forest health for the benefit of wildlife. As a requirement of this purchase from International Paper Co., the NCWRC must provide a agreed upon amount of timber to be supplied to IP mills for a period of 5 years, beginning in the summer of 2006. A new Wildlife Management crew will be added to assist in the management of this new property. This position will lead this crew and wildlife management on new game lands in district 3. The position will assist the Wildlife Forester with forest management activities. This position is responsible for supervising 2 Wildlife Technician IIs.

To be able to provide supervision to the Wildlife Technician II's, the Technician III must have in-depth knowledge of wildlife management principles and techniques, forestry, and agriculture practices that change as technology advances. Specifically, extensive knowledge and skills are required in wildlife identification, habitat management and surveys, trapping and banding doves, turkeys, waterfowl, use of immobilizing drugs and explosives. Public relations and speaking and technical writing are essential skills required. General knowledge in soils, botany and general biology is required. The ability to conduct wildlife surveys and collect scientific data is mandatory. The ability to use personal computers and software in a wide variety of applications is now required, whereas this was not the case in years past. The ability to use a GPS unit and associated GIS software as related to wildlife management is required.

The Technician III must possess a valid pesticide application license in relevant fields of work and a CDL license and be qualified through training to respond to wildfires, and conduct prescribed burning. New techniques are learned and implemented in the use of fire for wildlife management. Equipment operation skills have expanded to include large farm tractors w/implements, dozers, track loaders, boats, barge, and backhoes. The skills to repair and maintain the equipment is ever changing and a Technician III must adapt to the changes and learn new skills. Ability to haul equipment using road tractors and tandem dump trucks is also required. Additional responsibilities have been added for technical guidance, including providing information to private landowners through the Forest Stewardship Program and thru individual contacts. Providing programs on wildlife management to school and civic groups is a function that includes knowledge of public relations and speaking. Providing technical guidance to the U.S. Forest Service and private individuals has increased. Additional knowledge is required to aid non-game and endangered species section with various projects or assist in location of species habitats or populations. Knowledge of the captive cervid program and exotic species identification is now needed to aid with captive cervid pen inspections or confiscation situations.

This position is to provide direct field supervision to 1-2 Wildlife Management Technician II's and 1-2 temporary workers. The Technician III position has supervisory, administrative and management responsibilities. The position also administers the reporting and land management programs associated with the assigned facility and work area.

The position requires budget planning and implementation, purchasing, fiscal projecting, land management planning, employee work schedule planning, equipment training, leadership, personnel management and organizational skills that have expanded as more land is acquired. The Technician III is responsible for all planning of work operations, (five year, one year, monthly work plans) setting priorities, guidelines, and determining most efficient utilization of resources and delegation of personnel to accomplish wildlife management goals in the assigned work area. The Technician III is responsible for assigning and distributing work loads to crew members and is authorized to adjust field procedures as conditions warrant.

Supervisory responsibility is both administrative and technical. The Technician III must have in-depth knowledge of the following in order to adequately supervise personnel and the activities they perform.

Professional/Technical Knowledge – Must have in-depth knowledge of wildlife management principles and techniques, forestry, and agriculture practices. Knowledge of public relations and speaking, technical writing, soils, botany, and biology.

Work Processes – Capture and handling wildlife including use of explosives for capturing wildlife (rocket nets), animal immobilization drugs, pesticide use license, commercial driver license (class A), prescribed burner certification, GIS/GPS use and applications, and general PC skills.

Trade Knowledge –Includes all phases of mechanics, operations and repair of heavy equipment, agricultural equipment, and watercraft, carpentry and construction skill, and engineering of roads, and dam and dike construction.

Tommy Clark

Presentation to be made by

Finance Director

Title

Fred A. Harris
Agency Head Signature

Daniel McCoy
State Budget Officer Signature

ML
DB
5-31-06

Office of State Budget and Management
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Agency: N C Wildlife Resources Comm. **Division:** Wildlife Management

Budget Code: 24350 **Center Title:** Wildlife Management **Center Number:** 2151

***** Position Information *****

Proposed Classification: W/F Technician II

Proposed Salary Grade: 62

Salary Range: 24,958-38,653

Proposed Effective Date: July 1, 2006

Number of Positions: 2

	<u>Center Authorized Budget</u>	<u>Current Request</u> (max + fringes)
Total Budget	\$ 11,264,370.00	\$ 95,988.00
Receipts	<u>\$ 11,264,370.00</u>	<u>\$ 95,988.00</u>
Appropriation	\$ 0.00	\$ 0.00

Funding Source(s): Timber Receipts from Game Land Operations.

Justification for Position (including description of duties and responsibilities):

The NCWRC has a responsibility for conserving wildlife resources through land acquisition and subsequent habitat management. The pending acquisition of 36,000 acres of former commercial forest land into the Game Land Program in District 3 has created a need for additional personnel. These lands will be open to sportsmen and non-consumptive wildlife users, and will require concentrated professional planning and long-term management to improve forest health for the benefit of wildlife. As a requirement of this purchase from International Paper Co., the NCWRC must provide a agreed upon amount of timber to be supplied to IP mills for a period of 5 years, beginning in the summer of 2006. A new Wildlife Management crew will be added to assist in the management of this new property. This position will be part of this crew and wildlife management on new game lands in district 3. The position will assist the Wildlife Forester with forest management activities.

The W/F Technician II responsibilities involve Surveys, research, wildlife population monitoring, game land habitat operations and habitat maintenance, game land habitat development, and planning, coordination, evaluation, and reporting activities. The responsibilities require the following knowledges, skills and abilities, and education and training:

Knowledge of the principles and techniques of wildlife management is required. Knowledge of land and forest management and agricultural practices is mandatory to accomplish program objectives. Wildlife and plant ID skills are mandatory. The ability to conduct wildlife surveys and collect scientific data is mandatory. Good communication skills are required. The ability to establish and maintain effective working relationships with crew members, other staff, cooperating agencies and organizations, and the general public is mandatory to meet program objectives. The ability to utilize personal computers with MS Office, internet explorer, e-mail, and other software to complete a variety of job assignments is required. Operation of GPS units and associated GIS software is required. The ability to operate a wide variety of equipment include agricultural machinery (farm tractors of various makes and sizes, discs, spreaders, drilling machines, planter drills, boom sprayers, plows, various type rotary cutters, front-end

buckets, etc.), large commercial highway vehicles w/trailers (road tractor, tandem and 2 ton dump trucks), heavy equipment (bulldozer, track loader, backhoe, grader, etc.), ATV, fire pumper unit, weather instruments, watercraft, chainsaw, welder, 2-way radios, power hand tools and shop tools, as well as traditional hand and mechanical tools is mandatory. The capture and handling of wildlife including use of explosives, rocket nets, and capture guns is required. The ability to budget time to accomplish work assignments and to work equally well independently or as a team is required. Physical ability to work in rugged terrain and in a variety of weather conditions is required.

Tommy Clark

Presentation to be made by

Finance Director

Title

Ted A. Harris
Agency Head Signature

David J. Cuy
State Budget Officer Signature

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5-31-06