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**NATURAL RESOURCES POLICE OFFICER, COLONEL**

**Nature of Work**

Under administrative direction, serves as the principal administrative officer of the Division of Natural Resources (DNR) Law Enforcement Section. This position is selected and designated by the Director of the DNR, who shall select and designate a competent and qualified person to be the Chief Natural Resources Police Officer with the title of Colonel. Will administer diverse statewide environmental resources programs critical to the mission of the agency as outlined by West Virginia Code § 20-1-13, *et seq.* Under the supervision of the Director and subject to personnel qualifications and requirements, this position shall be responsible for the selection, training, assignment, distribution and discipline of Natural Resources Police Officers and the effective discharge of their duties in carrying out the law-enforcement policies, practices and programs of the DNR in compliance with controlling laws. Will issue, execute, administer and enforce state laws, rules and regulations regarding conservation development, protection, enjoyment and use of natural resources of the state. Will recommend and oversee the preparation of legislation and administrative procedures; will formulate enforcement policies and practices based on court decisions; will direct preparation of budget requests for staff and equipment, allocate funds and approve expenditures; will chair meetings, deliver speeches, write articles and disseminate other informational materials to explain the mission, policies and regulations of the Agency. Employee is directly accountable to the Director of the DNR. Performs related work as required.

**Examples of Work**

- Administers major environmental programs of the state consistent with federal and state laws and policy and accepted principles.
- Recommends to the DNR Director legislation and administrative procedures as necessary to maintain conservation law enforcement activities consistent with current needs and fluctuating circumstances.
- Chairs meetings; delivers speeches; writes articles, and disseminates other informational materials to explain law enforcement principles and acquaint public and private organizations with the mission, policies and regulations of the section; details the impact on activities of the law enforcement section; and encourages cooperation and support, when and where necessary.
- Directs preparation of budget requests for staff and equipment, allocates funds and approves expenditures.
- Administers manner and method to obtain and continue state primacy in administration of federally mandated natural resources and environmental programs and maximizes federal fund eligibility.
- Attends meetings, seminars, and symposiums to obtain and maintain knowledge of technical, scientific and professional advancements in law enforcement.
- Collaborates and coordinates plans, programs and activities of the section with officials of other sections, divisions, offices, local, state, interstate and federal government entities, as well as interested parties and seeks agreement to resolve policy, compliance or jurisdictional issues and formulates common goals.
- Testifies at legislative, judicial or public hearings on agency position or as a subject-matter expert in the field of conservation law enforcement. Represents the DNR as state representative on multi-state boards, advisory groups, etc.
- Administers and enforces laws, rules and regulations regarding conservation, development, protection, enjoyment and use of natural resources of the state for maintenance of intrinsic, ecological or beneficial value.
- Enters private lands to investigate and monitor environmental status of matters under the purview of the agency.

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**NATURAL RESOURCES POLICE OFFICER, COLONEL (cont'd)**

**Examples of Work (cont'd)**

Negotiates utilization of resources consistent with public interest. Revokes, suspends or modifies operational licenses or permits and may seek injunction, or criminal or civil action against violators. May initiate writs and warrants, make arrests and/or review, recommend or develop agreements between parties.

Administers new procedures and directs investigations to develop and formulate plans and recommendations for development, improvement, protection, preservation, regulation and use of natural resources based on predicted outcome.

Administers the preparation of studies including descriptions of status, current practices and progress reports regarding natural resources conservation, utilization and protection.

Develops and oversees the implementation of informational plans to advertise, promote and publicize state natural resources and conservation, preservation, protection and use of the natural resources consistent with state management plans.

**Knowledge, Skills and Abilities**

Knowledge of principles and practices of natural resources and environmental management sufficient to evaluate new techniques or practices covering a range of unusual, atypical or new applications.

Knowledge of local, state and federal legislation; governmental relationships, organizational structure and protocols; and relevant federal and state legislative processes and judicial procedures as they relate to natural resources law enforcement.

Knowledge of principles and practices of management including organization, planning, budgeting, staffing, training, controlling and reporting.

Knowledge of the principles and practices of personnel management, budget preparation and public administration.

Knowledge of acceptable methods and techniques used in collection, organization and evaluation of technical data.

Skill in evaluating scientific investigations.

Ability to order investigations, review technical and statistical reports, draw valid conclusions and develop and execute appropriate action based on results obtained.

Ability to present and defend policies.

Ability to plan, organize, direct, control, evaluate and coordinate a variety of programs, investigations and administrative activities controlling natural resources and environmental development, enjoyment and hygienic preservation of nonrenewable natural resources and review performance of staff.

Ability to establish and maintain effective working relationships.

Ability to communicate effectively, both orally and in writing.

Ability to comprehend and interpret theory, principles, laws and regulations, policies and objectives of a scientific/technical field.

Ability to evaluate and/or propose legislation, operational activities and emerging technology to conceive strategic plans for actualizing natural resources and environmental objectives or making administrative or policy decisions.

Ability to exercise independent judgment, delegate authority and evaluate the results of work performed.

Ability to keep accurate records, write reports in a clear and concise form and present factual material and ideas effectively.

Ability to operate a motor vehicle in West Virginia.

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**NATURAL RESOURCES POLICE OFFICER, COLONEL (cont'd)**

**Minimum Qualifications**

**Training:** Bachelor's degree from a regionally accredited college or university with preference given to majors in natural sciences, law enforcement, criminology or criminal justice.

**Substitution:** Experience as described below may substitute for the degree requirement on a year-for-year basis.

**Experience:** Twelve (12) years of full-time or equivalent part-time paid experience as a Natural Resources Police Officer, eight (8) years of which must have been in a supervisory and administrative capacity in wildlife law enforcement. In lieu of the Natural Resource Police Officer requirement, a certified police officer with another police agency with twelve (12) years of experience and eight (8) years of supervisory and administrative experience may be substituted.

**Special Requirement:** A valid driver's license is required.

Established: 09/28/2017

Effective: 10/28/2017