Nature of Work
Under limited supervision, performs professional and administrative tasks at the advanced level. May function as a lead worker or supervisor in the planning, organization and implementation of statewide activities and/or management of multiple district-level wildlife management areas and public access sites. Exercises wide latitude in coordinating and directing focused activities. Applies scientific procedures and data analysis to studies of wildlife, fisheries, botany and biological and environmental conditions. Prepares scientific and technical reports and recommendations on wildlife management issues. May function as a regional or statewide project biologist, by assisting administrative staff in planning and developing statewide projects, developing grant-based compliance requirements, managing specific grant activities and conducting specific activities associated with statewide projects or as an assistant to the district biologist, by assisting administrative staff in managing district-level purchases and overseeing district-level operations of facilities, wildlife management areas and public access sites. May serve on regional professional committees or may represent agency on regional professional management councils. May serve as the agency’s point of contact to client based statewide organizations. Interacts with the public to provide information on wildlife resources section projects and programs. Work is reviewed for conformance to scientific and administrative procedures, scientific findings, timeliness and proposed conclusions. Work requires overnight travel and is often performed outside in varying weather conditions, over difficult terrain and/or in state waters. Performs related work as required.

Distinguishing Characteristics
These positions are distinguished from the Wildlife Biologist 1 and 3 as these positions direct and conduct activities or projects of regional or statewide scope involved with scientific research, applied resources management and investigations at the advanced-performance level. Oversees the maintenance of multiple district-level wildlife management areas and/or public boating and fishing access sites. May function as a lead worker or supervisor in the planning, organization and implementation of tasks. May serve on regional professional committees or may represent agency on regional professional management councils.

Examples of Work
Directs and conducts activities of regional or statewide scope involved with scientific research, applied resources management and investigations.
Prepares for administrative review of grant and proposal applications, land acquisitions plans and public access applications.
Prepares narrative and technical reports regarding findings and/or factors affecting status of natural resources.
Applies survey results in the development and implementation management plans.
Investigates reports of wildlife sightings and kills, habitat disturbances, property damage and assists public with nuisance wildlife problems.
Participates in public information activities including educational presentations and public speaking; may prepare news releases and scientific articles, reports and brochures.
Oversees the operation and maintenance of wildlife management areas and/or public boating and fishing access sites.
Performs field maintenance and minor repairs on testing and sampling equipment, vehicles and boats.
Examples of Work (cont’d)
May serve on regional professional committees or may represent agency on regional professional
management councils.

Knowledge, Skills and Abilities
Knowledge of flora and fauna native to West Virginia and rare, threatened and endangered species;
their habits and/or habitat requirements; environmental sensitivities; and principles and
practices of natural resource management.
Knowledge of environmental/natural resource laws.
Knowledge of first-aid procedures and standard scientific safety precautions.
Ability to communicate effectively, both verbally and in writing.
Ability to follow oral and written instructions and exercise sound judgment in decision making.
Ability to implement principles, practices and objectives of the various phases of planning.
Ability to implement principles and practices of fisheries, wildlife, botanical, environmental chemistry
and/or aquatic biology.
Ability to use environmental and biological sampling, laboratory and technical equipment, as well as
analytical techniques.
Ability to establish and maintain effective working relationships. Ability to operate 4-wheel drive,
standard transmission vehicles; pull, launch, operate and trailer motorboats; pull and park
trailers; and communicate via mobile radio equipment.
Ability to lift and carry equipment, supplies and/or biological specimens for considerable distances and
under rugged conditions.
Ability to perform strenuous and potentially hazardous work for long hours under varying climatic and
environmental conditions; which may include adverse conditions or situations.

Minimum Qualifications
Training: Master of Science degree from an accredited college or university with a major in wildlife or
fisheries management and biology, fish culture, conservation biology, natural resources, aquatic biology,
botany, biological sciences or environmental sciences. Preference will be given to educational and field
experience as related to specific job postings.
Experience: One year of full-time or equivalent part-time paid experience in wildlife or fishery management
or related fields.
Substitution: Doctorate of Philosophy degree from an accredited college or university with a major in
wildlife or fisheries management and biology, fish culture, conservation biology, natural resources,
aquatic biology, botany, biological sciences or environmental sciences.

OR
Bachelor of Science degree from an accredited college or university with a major in wildlife or fisheries
management and biology, fish culture, conservation biology, natural resources, aquatic biology, botany,
biological sciences or environmental sciences.

AND
Six years of full-time or equivalent part-time paid experience in the wildlife or fishery management or
related fields.
Minimum Qualifications (cont’d)

Special Requirements: A valid West Virginia driver’s license is required. May be required to obtain a commercial driver’s license. Skill in swimming, scuba diving, snorkeling, rock-climbing, rappelling and/or trapping may be required for certain positions.

Established:  09/17/1992
Revised: 04/20/2017
Effective: 05/13/2017