

## MARINE FISHERIES BIOLOGIST SUPERVISOR

This is supervisory and managerial work in supervising the fisheries management and research activities of a district in the Division of Marine Fisheries.

Employees supervise a variety of fisheries management programs and research projects and exploratory fishing designed to preserve the State's commercial fish and shellfish stocks and to enhance the State's commercial and recreational fishing industry. Work involves the technical and administrative supervision of a unit of marine fisheries biologists and technicians who perform project design, data collection, and program evaluation associated with management decisions and regulations of the Division. Employees are responsible for assuring that project goals and deadlines are met, ensuring compliance with Division policies, ensuring the preparation of reports; determining work priorities, and coordinating the work of staff with other agencies and units. Employees assist the Marine Fisheries District Manager in dealing with the local fishing industry and recreational fishing representatives to explain Division policies and regulations. Employees review and provide comments on CAMA and NPDES permit applications and environmental impact statements. Work is performed under the general supervision of a district manager and may include other duties as assigned.

### I. SUPERVISORY/MANAGERIAL FUNCTIONS:

Planning - Employees plan for the utilization of staff, vehicles, equipment, and gear and other resources to conduct a variety of fisheries management studies and research projects within imposed deadlines. Work also includes establishing short-term goals and priorities and providing assistance to marine fisheries biologists and technicians on the design and management of individual projects.

Organizing and Directing - Employees determine the need for changes in daily or short-term project objectives and priorities, make assignments and adjust these as needed, determine and alter procedures, and determine the need for additional equipment. Employees coordinate work efforts with the law enforcement section.

Budgeting - Employees recommend supply and equipment needs to the district manager.

Training - Employees determine training needs and provide on-the-job training in appropriate techniques, procedures and principles. Employees evaluate existing training classes for possible use within the work unit.

Setting Work Standards - Employees determine, develop and/or revise work standards and procedures to accomplish work. New procedures and techniques initiated by the employee are reviewed by the immediate supervisor and must be in accordance with accepted scientific principles and division policies.

Reviewing Work - Employees review work in progress through informal discussion to assure that standards and objectives are being met and upon completion to assure that results are reasonable. The more complex, critical or controversial biological work is technically reviewed to assure accuracy and completeness.

Counseling and Disciplining - Employees resolve those grievances and disciplinary problems which can be handled without formal action, and initiate formal disciplinary action when required.

Performing Other Personnel Functions - Employees interview applicants and make recommendations with the district manager, evaluate subordinate biologist staff performance, and advise on increases and promotions. Employees interpret personnel policies and procedures.

II. SCOPE AND NATURE OF WORK SUPERVISED:

Dynamics of Work Supervised- The major fisheries management projects are subject to some shifts in program emphasis and adjustments in priorities due to the endangering of a fish stock, or federal/interstate influences. Work is also subject to new and revised work procedures or changes in equipment and gear. Projects are also subject to changes as fishing seasons are lengthened, opened or closed, or regulations change regarding the conservation of fish.

Variety of Work Supervised- Employees supervise marine fisheries biologists and technicians involved in a variety of fisheries projects and research throughout the district(s).

Number of Employees Responsible For - Seven to twelve.

III. EXTENT OF SUPERVISION RECEIVED: Work is reviewed informally through frequent meetings and discussions on the status of projects.

IV. SPECIAL ADDITIONAL CONSIDERATIONS:

Supervision of Shift Operations - Not applicable.

Fluctuating Work Force - Seasonal temporary employees and occasional interns augment standard work force.

Physical Dispersion of Employees - Not applicable.

V. RECRUITMENT STANDARDS:

Knowledges, Skills, and Abilities –

Thorough knowledge of the planning, organizing and directing of biological studies involving fisheries management; considerable knowledge of the scientific principles, techniques and procedures required to conduct field monitoring and data analysis; considerable knowledge of the principles and practices of marine biology as applied to management; considerable knowledge of the procedures for documentation and preparation of written technical reports; ability to plan and organize work efforts; ability to review and evaluate study results and formulate recommendations for the consideration of higher level management; ability to establish and maintain effective working relationships with other marine fisheries organizations, commercial and recreational fishing industries and the public; ability to train and supervise other workers.

Minimum Education and Experience Requirements –

Bachelor's degree in marine biology, fisheries science or a closely related curriculum from an appropriately accredited institution and four years of experience in fisheries management work; or an equivalent combination of education and experience.

Special Note –

This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA. Examples of work are primarily essential functions of the majority of positions in this class, but may not be applicable to all positions.