



## Division of Enforcement

### Conservation Officer Academy 23 CO PREP Timeline

The DNR Enforcement Division Training Section has developed the following timeline in reference to the upcoming CO PREP hiring process. Please note that the timeline is tentative and could be subject to change.

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| <ul style="list-style-type: none"> <li>• <u>03/01 – 03/31/2023</u>: Posting Window / Applications Accepted</li> <li>• <u>04/10 – 04/15/2023</u>: Written Test Window</li> <li>• <u>04/24/2023</u>: Background Packet Distribution</li> <li>• <u>05/15 – 05/19/2023</u>: Interview</li> <li>• <u>06/05/2023</u> Background Packets Due</li> </ul> | <ul style="list-style-type: none"> <li>• <u>07/17 – 09/08/2023</u>: Background Investigation</li> <li>• <u>09/18 – 09/22/2023</u>: Background Review</li> <li>• <u>10/02 – 10/20/2023</u>: Conditional Offers / Screening</li> <li>• <u>10/30 – 11/03/2023</u>: Final Offers</li> </ul> | <ul style="list-style-type: none"> <li>• <u>11/27 – 04/19/2024</u>: Academic Instruction</li> <li>• <u>04/29 – 08/13/2024</u>: Academy 23</li> <li>• <u>08/14 – 12/03/2024</u>: Field Training</li> <li>• <u>12/04/2024</u>: Candidates Stationed</li> </ul> |
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### Minimum Qualifications

- Must possess an Associate’s or Bachelor’s Degree from a regionally accredited college in any discipline.
- Experience in and/or knowledge of outdoor recreation activities such as hunting, fishing, trapping, ATV trail riding, snowmobiling, water recreation, etc.
- Ability and willingness to perform the job in adverse weather and other environmental conditions and to work unusual, varying shifts including nights, weekends, and holidays.
- Ability to clearly and accurately observe and record information, read, analyze, interpret and communicate information; detect and analyze information based on sight, smell, etc.
- Human relations skills sufficient to establish and maintain professional working relationships with both internal and external customers.
- Reading comprehension skill sufficient to interpret law statutes, etc.
- Oral and written communication skills sufficient to clearly, concisely and effectively communicate legal and non-legal information to various people/audiences.
- No felony conviction in Minnesota or crime in any other state or federal jurisdiction which would have been a felony if committed in Minnesota.
- No other criminal convictions involving serious natural resource violations, crimes involving moral turpitude or two or more alcohol related driving violations for the past ten years. No DWI, reckless or careless driving, or other serious driving violations within the past five years.
- Requires occasionally lifting articles 50 pounds maximum and frequently lifting and/or carrying objects such as heavy tools and file boxes. This job may require walking or standing to a significant degree on rough terrain or may involve sitting most of the time with pushing and pulling of arm and/or leg controls.
- Requires a Class D Driver’s License: a single unit vehicle with a gross vehicle weight of less than 26,000 pounds. Operators may also tow vehicles/trailers as long as the gross combination weight does not exceed 26,000 pounds. This is a basic driver’s license.

Please contact **LT Mike Lee** for next steps:

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