

**Job Class: Natural Resources Specialist 2 Conservation Officer****Working Title: Conservation Officer**

**Job ID:** 25078

**Location:** Various

**Full/Part Time:** Full-Time

**Regular/Temporary:** Unlimited

**Who May Apply:** Open to all qualified job seekers

**Date Posted:** 07/13/2018

**Closing Date:** 08/10/2018

**Hiring Agency/Seniority Unit:** Department of Natural Resources

**Division/Unit:** Enforcement

**Work Shift/Work Hours:** Rotating Shift

**Days of Work:** Various

**Travel Required:** Yes

**Salary Range:** \$25.76 - \$33.97/hourly; \$53,786 - \$70,929/annually

**Classified Status:** Classified

**Bargaining Unit/Union:** 201 - MN Law Enforcement Assn/Law Enf

**Connect 700 Program Eligible:** Yes

## Job Summary

**NOTE:** This is a general announcement for recruitment of Conservation Officer candidates. The Division of Enforcement anticipates hiring Conservation Officers for an academy in the Spring of 2019.

Being a Conservation Officer (CO) is not just a rewarding career, it's an opportunity to make a difference by protecting Minnesota's natural resources and the people that use them.

Conservation Officers work to ensure public safety and compliance with state game and fish, recreational vehicle, and natural resource commercial operation laws. Responsibilities include law enforcement, public safety, and education in the following areas: hunting and fishing seasons, methods of taking animals and fish, possession limits, public safety, especially where it concerns alcohol use while hunting or operating recreational vehicles and watercraft, commercial use and possession of natural resources and products, the protection of the state's land, air, and water, and youth and adult safety training and hunter education classes.

Conservation Officers work variable hours to meet the seasonal needs in their assigned patrol areas and often work from a 4x4 patrol vehicle, a snowmobile, ATV, or from various watercraft. Conservation Officers are expected to work nights, weekends, holidays and game and fish season openers.

Selected candidates will attend a 15 week training academy at Camp Ripley in Little Falls, Minnesota where you will be expected to live onsite Monday through Friday. Following the 15 week training academy, successful candidates are then required to complete 16 weeks of field training where you will work closely with an experienced Conservation Officer.

## Minimum Qualifications:

Must possess a valid MN Peace Officer's License; or be eligible to be licensed by the [MN Peace Officers Standards and Training Board \(P.O.S.T.\)](#) prior to the time conditional offers are made; or complete basic police training and be certified as a full-time peace officer in a state or federal law enforcement agency with which Minnesota has reciprocity and pass the [P.O.S.T. Board reciprocity exam](#) by the time conditional job offers are made.

**\*\*To facilitate proper crediting, please ensure that your resume clearly reflects your P.O.S.T. certification. If not currently licensed, your resume must include the date in which you anticipate becoming licensed.\*\***

Interest in outdoor recreation activities such as hunting, fishing, trapping, ATV trail riding, snowmobiling, water recreation, etc.

Ability and willingness to carry out the responsibilities of a licensed Peace Officer while performing 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, sound, etc.

Ability 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 communications skills sufficient to clearly, concisely and effectively communicate in English legal and non-legal information to various people/audiences.

No felony or gross misdemeanor 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 last five years.

In addition to the above minimum qualifications, candidates must pass the general written exam to be admitted to other portions of the exam/selection process.

### Preferred Qualifications:

Post-secondary degree or emphasis in a Natural Resources related field.

DNR Volunteer Safety Education Instructor.

Certified Trail Ambassador.

Fluent in a second language sufficient to provide support to the diverse communities of Minnesota.

### Physical Requirements

Requires regularly lifting, carrying or moving articles of 50 pounds and occasionally lifting, carrying or moving articles up to 100 pounds maximum. 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 control.

### Additional Requirements

Requires a Class D Driver's License: a single unit vehicle with a gross vehicle weight of less than 26,000 pounds. This is a basic driver's license. Operators may also tow vehicles/trailers as long as the gross combination weight does not exceed 26,000 pounds.

The **written examination** will be held on August 25, 2018 at the following locations:

- Century College in White Bear Lake, MN
- Camp Ripley in Little Falls, MN

Other portions of the process will include: oral interviews and completion of a comprehensive background investigation. Final job offers will be based on passing a medical evaluation, functional capacity exam and psychological evaluation.

**IMPORTANT:** Please review the [disqualification criteria information](#) carefully. You must meet the minimum selection standards before being appointed to a peace officer position under [Minnesota Administrative Rule 6700.0700](#).

### Why Work For Us

The Department of Natural Resources is proud to operate within a Culture of Respect that provides a healthy, safe, and productive work environment for all employees. This means that our employees are supportive of a diverse workplace, are respectful to one another and to our customers. We believe that promoting a Culture of Respect allows our employees to do their best work in support of the agency's mission.

GREAT BENEFITS PACKAGE! The State of Minnesota offers a comprehensive benefits package including low cost medical and dental insurance, employer paid life insurance, short and long term disability, pre-tax flexible spending accounts, retirement plan, tax-deferred compensation, generous vacation and sick leave, and 11 paid holidays each year.

### How to Apply

By applying, you are acknowledging that you have read the full job posting for which you are applying and meet the minimum eligibility requirements.

**All communication will be handled electronically, you must have an updated email address with your application/resume or you may not be contacted.**

Click "Apply" at the bottom of this page. If you are unable to apply online, please contact the job information line at 651.259.3637.

An extensive background investigation will be conducted on selected applicants who pass the interview board. A completed background packet is to be submitted after the successful completion of the applicant's oral board interview.

*If you are a Connect 700 applicant, please submit your certificate to Elyse Anderson at [elyse.anderson@state.mn.us](mailto:elyse.anderson@state.mn.us) or fax to 651.296.6494 by the job posting close date.*

For additional information about the application process, go to <http://www.mn.gov/careers>.

## Contact

If you have questions about the position, please visit the [Conservation Officer Hiring Information website](#) or contact DNR Enforcement Recruitment at [COrecruitment.dnr@state.mn.us](mailto:COrecruitment.dnr@state.mn.us).

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### AN EQUAL OPPORTUNITY EMPLOYER

The State of Minnesota is an equal opportunity, affirmative action, and veteran-friendly employer. We are committed to providing culturally responsive services to all Minnesotans. The State of Minnesota recognizes that a diverse workforce is essential and strongly encourages qualified women, minorities, individuals with disabilities, and veterans to apply.

Minnesota Department of Natural Resources (DNR) encourages participation in all its programs, services and activities and does not discriminate against qualified applicants with disabilities. Anyone who believes they may need a reasonable accommodation in order to fully participate in the job application, interview or selection processes may contact any agency official with whom applicant has contact in the processing of their employment application to request an accommodation. Applicants may also contact the DNR's Affirmative Action office to request an accommodation by: E-mail: [ADAdiversity.DNR@state.mn.us](mailto:ADAdiversity.DNR@state.mn.us) or by calling Sarah Spence-Koivisto at 651.259.5016; or using MN Relay 711.