

# **BIOLOGIST 1**

## **GENERAL**

This is the entry level for recent graduates with limited previous experience or a high degree of specialization in a narrow field. Employees in this class perform projects with well-defined limits in either specific or broad areas of investigation. Although their scope of responsibility is well-defined in advance, independent action may be required in the actual performance of the duties.

## **TYPICAL DUTIES**

Performs specialized duties or studies relating to a particular problem area (e.g. biochemistry, electrophoresis, diseases, sociology, ornithology, statistics, botany, mammology, economics, etc.)

Assists more senior biologists in planning, organizing and carrying out studies.

Prepares project completion reports with conclusions and recommendations based on analysis of data and review of the pertinent literature.

Acts as a biological consultant in a specific sector of resource research or management; e.g. development of a computer system relating to a specific area of resource use.

Performs other duties as assigned.

## **QUALIFICATIONS**

### **Knowledge, Abilities and Skills**

Ability to work independently with limited supervision.

Ability to organize, analyze and report data in a clear concise manner.

Ability to establish and maintain effective working relationships.

Competence in the area of job responsibility.

### **Education, Training and Experience**

University graduate, with specialization or experience related to the field of activity.

# **BIOLOGIST 2**

## **GENERAL**

This is the full working level of professional work in the field of biology in an assigned region of the province or in a specialized area. Employees in this class perform professional scientific work in conducting research and management studies in the natural resources field, with particular emphasis in fisheries or wildlife. They are responsible for the implementation of approved fisheries/wildlife programs for a specific region or functional area within the department such as planning, research, programming, operations, etc. They may direct and supervise the work of other Biologists, Resource Technicians and Conservation Officers in the implementation of programs or investigations. This level differs from the Biologist 1 in that incumbents are responsible for implementing or carrying out defined elements of the fisheries or wildlife program for a region or functional area.

## **TYPICAL DUTIES**

Implements approved studies and investigations by designing and implementing the collection of data, including organizing, supervising and participating in the analyses and interpretation of information collected.

Organizes, implements and conducts environmental impact studies, planning studies, and/or special investigations on such problems as water pollution, fish diseases, etc.

Implements approved research and management investigations in the laboratory and the field to provide information necessary to management.

Makes standard laboratory examinations of plant and animal specimens.

Studies the effects on fish or wildlife populations of land and water development projects, agricultural practices, predators, disease and weather and recommends appropriate management alternatives.

Assists and advises in matters pertaining to restocking or release of native and exotic fish or wildlife.

Prepares interim and completion reports, within his area of responsibility, on field, laboratory and central office projects, in all functional areas, according to prescribed standards.

Recommends problems to be investigated, and, within prescribed guidelines, selects and develops methods and techniques of research.

Determines staff and budget requirements for his programs.

Supervises junior staff members such as Resource Technicians and summer students in their field and laboratory activities.

Participates in the training of Conservation Officers.

Prepares articles and lectures for information and education programs.

Performs other duties as assigned.

## **QUALIFICATIONS**

### **Knowledge, Abilities and Skills**

A working knowledge of the flora and fauna of the province with particular reference to the fish or wildlife resource.

A good knowledge of standard field and laboratory techniques used in aquatic biology or animal ecological studies, research and management studies and disease studies.

A knowledge of the appropriate Acts and Regulations.

Ability to organize, analyze, present and interpret factual information and prepare reports.

Ability to successfully implement programs.

Ability to communicate both verbally and in written form.

Ability to supervise the activities of junior staff.

Ability to establish and maintain effective working relationships with other staff and resource users.

### **Education, Training and Experience**

Bachelor's Degree in Biology or Resources Management, supplemented by three to five years of pertinent experience.

For some positions, post-graduate or specialized training may be desirable.

# **BIOLOGIST 3**

## **GENERAL**

An employee in this classification has the primary responsibility and accountability for the planning, developing, administering and reviewing of fisheries/wildlife programs. This involves formulating and presenting for approval fisheries or wildlife programs for an entire region or relative to a specialized field of activity on a provincial basis. The Biologist serves in a liaison capacity with other divisions of the department and/or with other agencies. Incumbent provides guidance and advice to Biologists within his region or field of activity.

## **TYPICAL DUTIES**

Within operational policy guidelines, plans, organizes, supervises and evaluates all fisheries or wildlife research or management programs for a specific region of the province OR for a major specialty on a province-wide basis.

Responsible for providing the overall wildlife, fisheries or water quality component in the development of major land use plans or major environmental impact assessments involving several disciplines.

Assists in defining research needs for the program area over which incumbent is responsible.

Keeps the department apprised of trends and changes relative to the area over which incumbent is responsible and recommends courses of action to capitalize on or offset the deleterious effects of such trends or changes.

Evaluates the program area over which he is responsible against predetermined goals and ensures that budget commitments are met.

Ensures the integration of major research or management programs in fisheries and wildlife with those of advocate agencies.

Approves, supervises and evaluates, within defined program and budget guidelines, fisheries or wildlife programs for a significant portion of the province or within a major field of investigation.

Assists in the development and maintenance of professional and technical standards through the review and evaluation of work methods, written reports, etc., and initiates remedial measures when required.

Ensures the use and evaluation of appropriate techniques.

Responsible for providing the overall fish or wildlife component in the training of staff within his region or functional area.

Within the framework of operational policy, ensures that user needs and resource capability are considered in the design, implementation and evaluation of management programs.

Performs other duties as assigned.

## **QUALIFICATIONS**

### **Knowledge, Abilities and Skills**

Thorough knowledge of the principles and practices of aquatic biology and laboratory and field techniques or wildlife research and management techniques.

A good knowledge of Manitoba and Federal Acts and Regulations that affect the safeguarding and harvest of fish and wildlife.

Ability to plan, organize and co-ordinate resource management and/or research programs.

Ability to analyze and evaluate programs and projects, recognize trends and problem areas, and recommend appropriate courses of action.

Ability to communicate both verbally and in written form.

Ability to supervise and co-ordinate the activities of other professional and technical staff.

Ability to establish and maintain effective working relationships with Civil Service staff, members of advocate agencies, study groups, user organizations and the general public.

### **Education, Training and Experience**

University graduate in Biology or Resources Management supplemented by five to eight years of pertinent experience.

For some positions, post-graduate or specialized training may be desirable.

# **BIOLOGIST 4**

## **GENERAL**

As a Section Head, an employee is responsible for developing and formulating long-term wildlife, fisheries and resources policy and plans and/or the overall administration and implementation of all provincial fish or wildlife programs or research activities in the province. He initiates new programs and co-ordinates, appraises and combines submissions from Biologists and professionals in other disciplines for approval by the departmental executive. He acts as liaison with other agencies on interpretation of the Acts and Regulations related to fisheries or wildlife. He acts in an advisory capacity to professionals engaged in biology related activities.

## **TYPICAL DUTIES**

Formulates fisheries or wildlife policies, plans and research in accordance with approved government policy, and develops programs and recommends legislation to reflect these.

Implements, interprets and amends fisheries or wildlife Acts and Regulations and ensures that programs and plans adequately express the intent of such legislation.

Reviews and recommends agreements and development plans for approval by the department's executive.

Formulates, supervises and co-ordinates special inter-disciplinary and inter-governmental projects, and ensures that evaluations are carried out.

Provides overall fisheries or wildlife input to land use planning on a province-wide basis.

Co-ordinates liaison services on fisheries or wildlife matters with other agencies.

Priorizes and evaluates province-wide fisheries or wildlife programs.

Provides overall supervision and co-ordination of the activities of professional and technical staff under his direction.

Co-ordinates and evaluates all fisheries or wildlife research on a province-wide basis.

## **QUALIFICATIONS**

### **Knowledge, Abilities and Skills**

Comprehensive knowledge of the fisheries/wildlife resources of the province and the legislative process which governs their management.

Thorough knowledge of the inter-relationships in the management of forest, water, soils, fish and wildlife.

Ability to formulate plans and programs consistent with long-range resource management goals.

Ability to plan, organize and co-ordinate complex activities involving inter-departmental, inter-government or public-government action.

Ability to make effective decisions.

Ability to evaluate resource programs and activities and make sound management recommendations.

Ability to control overall wildlife or fisheries activities to ensure that operations are consistent with approved budget and policy guidelines.

Ability to communicate effectively both orally and in writing.

Ability to direct and develop subordinate professional, technical and other support staff.

Ability to establish and maintain effective working relationships with senior civil servants, elected government representatives, officials of other agencies, resource user groups and members of the general public.

### **Education, Training and Experience**

University graduate in Biology or Resources Management supplemented by seven to ten years of pertinent experience both in related disciplines and in supervisory and administrative responsibilities.

For some positions, post-graduate or specialized training may be desirable.