

STATE OF MINNESOTA

Class Code: 0037736

CLASS SPECIFICATION

Barg. Unit(s): -220

NATURAL RESOURCES ~~FISHERIES~~ REGIONAL MANAGER - FISHERIES

KIND OF WORK

Managerial regional fisheries management work.

NATURE AND PURPOSE

Under general direction, administer Fisheries policies, personnel, fiscal and resource management programs in a rRegion; supervise professionals and supervisors in the rRegion so that regional objectives are met; and, as a member of the management team, contribute to statewide Fisheries management by advising and providing information to assist in developing Division and Department policy on a statewide basis.

This class differs from lower level regional wildlife classes in having responsibility for the policies and operations of an entire Region. The NR ~~Fisheries~~-Area ~~Supervisors~~ Supervisors – Fisheries supervise a fisheries area(s). This class differs from the NR ~~Fisheries~~-Program Manager – Fisheries and NR Research Manager – Fisheries classes in having a regional rather than statewide focus and in the emphasis on policy implementation.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Direct the work activities of subordinate staff to attain program standards and ensure consistent application of policies and procedures by overseeing the selection, assignment, training, evaluation, and discipline of employees and resolving major personnel problems.

Manage the Region's fiscal and administrative activities to ensure that organizational and program requirements are being met by preparing the regional budget and annual spending plans, and establishing priorities for purchases of equipment and capitol improvements.

Direct Fisheries programs within a region so that the intent of the law, policies, and objectives are met consistent with Division and Department missions.

Manage development and implementation of Fisheries programs, plans, and policies so that operations in the region are conducted effectively.

Collaborate with all Divisions of the Department so that input is provided for all projects and issues that may impact fisheries resources.

Represent the Division of Fisheries in dealings with the legislature, external agencies, jurisdictions, and groups so fisheries resources issues and programs are accurately and

| appropriately considered.

KNOWLEDGES, SKILLS, AND ABILITIES REQUIRED

Knowledge of:

Human resources policies and procedures and labor contract provisions sufficient to oversee adherence to regulations and to resolve major personnel problems.

Principles of fisheries management sufficient to supervise the activities of NR Area Supervisors - Fisheries and respond to questions from clients and the public.

Political processes sufficient to assist in proposing and enacting Fisheries proposals.

Administrative, business, and personnel laws, rules, and procedures sufficient to manage a large budget and anticipate future needs.

Section of Fisheries policies, programs, and long-range goals and objectives sufficient to plan, monitor, and oversee necessary changes due to unforeseen problems.

Skill in:

Human relations sufficient to motivate staff, resolve employee complaints and discipline problems, and maintain good working relationships with affected groups, legislators, and the public.

Media relations sufficient to maintain a positive image when representing the Department and communicate project and program information to affected groups, legislators, and the public.

Oral and written communications sufficient to supervise subordinate staff in a constructive and positive manner, clearly and thoroughly explain decisions, convey resources needs via fiscal reports and budget documents, and train staff.

Facilitation and conflict resolution sufficient to establish and maintain effective working relationships.

Ability to:

Motivate staff sufficient to operate at maximum efficiency while remaining within contract rules and procedures.

Evaluate administrative and operational innovations that have statewide fisheries or DNR application and push for their adoption.

Est.: 08/30/00

T.C.: 08/30/00

Rev.:

Former Title(s): Natural Resources Regional

Ckd.:

Manager

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