Purpose of Position/Summary:
Incumbent serves as Fish and Wildlife Health Biologist in the Office of Science and Research in the Division of Fish and Wildlife (DFW) in the Department of Natural Resources. Incumbent works closely with DFW staff in applying professional biological and veterinary knowledge to assist with fish and wildlife disease prevention, detection, monitoring, research, and management to improve the health of the public fish and wildlife resources of the State of Indiana. Major areas of work include: development, implementation, and evaluation of fish and wildlife health management programs; collection and processing of biological samples; data entry, management, and analysis; report writing; work planning; supply and equipment procurement and inventory; public relations and education/outreach; and technical assistance.

Essential Duties/Responsibilities:
Planning, protocol development, organization, implementation, and evaluation of statewide fish and wildlife disease (CWD, VHS, EHD, AI, Chytrid, etc.) monitoring programs, often involving collaboration with external partners.

Respond to fish and wildlife disease case and outbreak investigation and response.

Fish and wildlife diagnostic sample or carcass collection, processing of samples, delivery/shipping of samples, and sample submission. Prepare and distribute field sampling kits.

Provide technical assistance to DFW hatchery staff on fish health matters: fish health monitoring/management, therapeutic practices, etc.

Serve as the primary contact in tracking fish or wildlife kills from toxic spills. Coordinate toxic spill response with DFW biologists, IDNR Law Enforcement Conservation Officers, Indiana Department of Environmental Management, Office of the Indiana State Chemist, and other state, federal or local agencies.

Pursue administrative or legal action on new or on-going cases of injury to fish and wildlife resources.

Assist in the development or completion of supplemental environmental projects (SEPs) or restoration projects to facilitate recovery of fish and wildlife that are injured in toxic spills.

Coordinate follow-up investigations that may include water quality sampling, post-incident fish or wildlife surveys, fish or wildlife injury assessment, or other fish or wildlife kill case relevant activities.

Apply professional knowledge and a broad range of skills and experience in aquatic biology, watershed management, hydrology, and soil/water conservation to manage fish kill and diagnostic study projects.

Provide technical assistance during veterinary procedures (e.g. transmitter surgery, anesthesia, etc.).

Data entry, analyses, and reporting associated with a comprehensive fish and wildlife health management system.
Compilation and written reporting of data from fish and wildlife health surveillance and response activities.

Writing scientific manuscripts for publication.

Review technical bulletins and search scientific literature for information pertaining to ongoing or potential fish and wildlife health and disease issues. Summarize bodies of information and/or data on specific disease processes as requested.

Provide timely verbal and written responses to telephone calls, emails, and letters related to fish and wildlife health. Update agencies and the public on the status of fish and wildlife disease issues through written reports, website updates, news releases, or other correspondence. Assist in training staff and partners in fish and wildlife health related practices including sample collection and processing protocols.

Conduct media interviews as needed, develop educational outreach materials, write popular articles, and make educational presentations to a wide range of public groups and organizations. Communicate with the public in a respectful and courteous manner when sharing information or interviewing the public for information.

Prepare and give technical presentations at workshops, seminars, conferences or professional association meetings.

Hiring, planning, and monitoring the activities of intermittent employees and volunteers.

Ordering, purchasing, budgeting, activity reporting, and miscellaneous tasks. Order, organize, and maintain an inventory of materials and supplies needed to complete fish and wildlife health related activities.

Assist in development and management of a biological specimen bank.

Ensure vehicles, trailers, and laboratory and veterinary equipment are available and maintained in proper working condition.

Perform duties and tasks in accordance with all policies and procedures. Fully participate in training to obtain the necessary knowledge and job skills to perform tasks appropriately.

Maintain a work schedule and follow an itinerary. Coordinate schedule changes or conflicts with immediate supervisor as soon as these problems are known.

Complete all duties and tasks in a safe manner that protects employees and equipment from harm or damage.

Perform other duties as required.

**Job Requirements:**
A Bachelor of Science in Biology, Fish or Wildlife Science, Zoology, Natural Resources, Environmental Science, or a closely related field and/or clinical or educational experience in veterinary technology.

Practical experience that provides specialized knowledge of biological and veterinary principles and fish and wildlife disease management techniques, such as field sample collection and processing and accurate record keeping. Ability to work with diseased and deceased fish and wildlife.

Certified fish health professional (per American Fisheries Society certification program) is preferred.

Ability to plan and conduct investigations of fish and wildlife morbidity and mortality cases, disease surveillance, and data collection and management.

Ability to work in an "on call" status, after normal business hours and on weekends, for response to toxic spills that impact fish/wildlife species or fish/wildlife disease response.

Ability to safely capture and restrain fish and wildlife.
Ability to maintain appropriate biosecurity in field, laboratory, and clinical situations.

Ability to wear appropriate personal protective equipment.

Experience in fish and wildlife capture/immobilization preferred.

Ability to prepare and interpret data and present information and evidence in order to make recommendations to supervisor.

Ability to communicate clearly, verbally and in writing.

Computer proficiency in basic data analysis/display software (e.g. statistics, spreadsheets, word processing, graphics) and accurate data entry. A working knowledge of GIS is preferred.

Working knowledge of general administrative and clerical procedures including accurate data entry.

Working knowledge of scientific methodology, procedures, and theories. Working knowledge of fish or wildlife biology and statistics in the study of natural resources and fish or wildlife health. Knowledge of major fish and wildlife diseases preferred.

Working knowledge of federal, state, and local laws and programs pertaining to fish and wildlife health and environmental protection regulations.

Ability to establish and maintain working relationships with the general public and external partners.

Ability to direct intermittent employees and volunteers.

Ability to participate in routine personal health assessments/tests, which may include the draw of body fluids (ex. blood).

Must hold a valid vehicle operator's license.

Ability to work as a team member or independently with limited supervision.

Ability to lift up to 30 pounds at least waist high.

**Supervisory Responsibilities/Direct Reports:**
Incumbent works directly with and is supervised by the Fish and Wildlife Health Supervisor to plan and carry out duties. Incumbent does not have direct report supervisory responsibilities but may work with and direct intermittent employee(s) and volunteers on specific assignments.

The incumbent is supervised by the Fish and Wildlife Health Supervisor, who is supervised by the Assistant Director of the DFW Office of Science and Research, who is supervised by the Division Director.

**Difficulty of Work:**
Incumbent works in the DFW to manage the health of biologically complex and varied fish and wildlife resources including fish, aquatic invertebrate, amphibian, reptile, bird, and mammal populations. The job occasionally requires long hours and working in adverse weather and/or difficult physical conditions. Employee must be organized, self-motivated, possess good written and verbal communication skills and attention to detail, and exercise sound judgment regarding personal and public safety.

**Responsibility:**
Incumbent is responsible for the development, implementation, and evaluation of the DFW's programs to manage fish and wildlife health in Indiana. Annual work profiles and performance expectations are written by the incumbent's supervisor. Incumbent performs routine tasks, technical work, and technical problem solving with little supervision.

Errors can cause both financial loss and/or undesirable management decisions based on the incorporation of faulty data or findings. Serious injury, illness, or death can occur if poor judgment is used during field operations or through exposure to infectious agents.
The incumbent is responsible for the statewide coordination of investigation involving toxic releases of pollutants that cause mortality of public fish and wildlife resources, recovery of damages following fish or wildlife damage events, and restoration of damaged fish or wildlife resources.

Errors can jeopardize the recovery of damages for fish or wildlife kill events from the responsible party.

**Personal Work Relationships:**
Incumbent will have frequent communication with supervisor and co-workers, constituents, private landowners, external partner agency staff, and government officials.

As fish or wildlife kill investigations are occurring, incumbent will need to coordinate closely with DFW biologists, conservation officers, IDEM emergency response staff, and the Indiana Office of the State Chemist.

As fish or wildlife kill damage recovery is initiated, the incumbent will work with DNR legal staff and the responsible party to achieve a settlement and to develop a restoration project.

**Physical Effort:**
Sitting, standing, or stooping for long periods of time is standard when in the office or when processing, collecting, and analyzing biological samples. Physical stamina is required for lifting various heavy equipment or carcasses.

**Working Conditions:**
The position has statewide responsibilities that may require long distance travel with extensive overnight travel required (especially in November and December) in Indiana and possibly out of state to implement fish and wildlife health management plans. The majority of time is spent indoors in office or lab environments, with some time spent in a vehicle or outdoors in varied field situations. While in the field, the incumbent may be exposed to difficult terrain and safety hazards including, but not limited to, adverse weather, poisonous plants, insect pests, venomous reptiles, chemical exposure, handling of large animals, and exposure to infectious agents.