



New Mexico State Personnel Office

2600 Cerrillos Road
Santa Fe, New Mexico 87505-0127

Classification Description

GAME AND FISH WARDEN

Class Title	Class Code	Pay Band	Alt Pay Band*
Game and Fish Warden-B	M3031B	55	
Game and Fish Warden-O	M3031O	60	
Game and Fish Warden-A	M3031A	65	

**In accordance with SPB Rule 1.7.4.10 NMAC, the assignment to alternative pay bands shall be reviewed annually to determine their appropriateness.*

Purpose

Patrol assigned area to prevent fish and game law violations. Investigate reports of damage to crops or property by wildlife. Compile biological data.

Nature of Work

Game and Fish Wardens enforce hunting, fishing, trapping and boating laws. Their main goal is to protect wildlife; duties include patrolling assigned fishing and hunting areas, collecting data, investigating complaints and prosecuting violations. When animal or human safety is threatened, they conduct search and rescue operations. Game and Fish Wardens also respond to automobile collisions with deer, elk and bears.

Game and Fish Wardens pursue and apprehend individuals who break the law and then issue citations or give warnings. A large proportion of their time is spent writing reports and maintaining records of incidents they encounter. Most Game and Fish Wardens patrol their jurisdictions and investigate any suspicious activity they notice.

The daily activities of Game and Fish Wardens vary with their occupational specialty such as police officer, game warden, or detective and whether they are working for a local, State, or Federal agency. Duties also differ substantially among various Federal agencies, which enforce different aspects of the law. Regardless of job duties or location, Game and Fish Wardens at all levels must write reports and maintain meticulous records that will be needed if they testify in court.

Distinguishing Characteristics of Levels

Note: Examples of Work are intended to be cumulative for each progressively higher level of work. The omission of specific statements does not preclude management from assigning other duties which are reasonably within the scope of the duties.

Basic

- Employees in this Role participate and assist in wildlife management.
- Employees may assist in providing information on wildlife education, wildlife law enforcement, management and research.
- Employees may assist in enforcing wildlife regulations and laws, wildlife management.

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- Employees may have contacts with the general public to provide simple information on wildlife regulations and laws.

Recommended Education and Experience for Full Performance**

Bachelor's Degree from an accredited college or university in Biology, Fisheries Science/Management, Wildlife Science/Management, Animal Science, Forestry, Forestry Management, Range Science/Management, Agricultural Science, Environmental Science, Wildlife Law Enforcement, Resource Economics, Ecology, Natural Resource Management, Zoology or Criminal Justice; and six (6) months of experience in wildlife or fisheries management and law enforcement. Must be a Certified NM Peace Officer. Successful completion of NM Dept. of Game and Fish Conservation School.

Minimum Qualifications

Bachelor's Degree from an accredited college or university in Biology, Fisheries Science/Management, Wildlife Science/Management, Animal Science, Forestry, Forestry Management, Range Science/Management, Agricultural Science, Environmental Science, Wildlife Law Enforcement, Resource Economics, Ecology, Natural Resource Management, Zoology or Criminal Justice.

Operational

- Employees in this Role enforce wildlife regulations and laws and perform special duties to ensure compliance.
- Employees provide informational training in wildlife law enforcement and maintain and provide information on wildlife law enforcement.
- Employees may have frequent contacts with mid-level managers and professionals; perform special duties in wildlife management; provide training in wildlife management; maintain and provide information on wildlife management; design and conduct educational information programs and safety for the public in wildlife law enforcement, management, and research.

Recommended Education and Experience for Full Performance**

Bachelor's Degree from an accredited college or university in Biology, Fisheries Science/Management, Wildlife Science/Management, Animal Science, Forestry, Forestry Management, Range Science/Management, Agricultural Science, Environmental Science, Wildlife Law Enforcement, Resource Economics, Ecology, Natural Resource Management, Zoology or Criminal Justice; and three (3) years of experience in wildlife or fisheries management, and law enforcement is required. Must be a Certified NM Peace Officer. Successful completion of NM Dept. of Game and Fish Conservation School and Successful completion of the 13 week Field Training Program with a Field Training Officer.

Minimum Qualifications

Bachelor's Degree from an accredited college or university in Biology, Fisheries Science/Management, Wildlife Science/Management, Animal Science, Forestry, Forestry Management, Range Science/Management, Agricultural Science, Environmental Science, Wildlife Law Enforcement, Resource Economics, Ecology, Natural Resource Management, Zoology or Criminal Justice. Must be a Certified New Mexico Peace Officer, have successfully completed the New Mexico Department of Game and Fish sponsored Conservation School, and have successfully completed the thirteen (13) week Field Officer Training Program with a New Mexico Game and Fish Field Training Officer.

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Advanced

- Employees in this Role coordinate law enforcement activities and patrol assigned areas to prevent fish and game law violations, investigate damage to crops or property by wildlife, and compile biological data.
- Employees develop work unit objectives and action plans; define fiscal, human, information, or physical resources needed; establish measurable quality and quantity standards for work unit.
- Employees recommend and initiate changes to improve efficiency; enforce wildlife regulations and laws; participate in wildlife management, address groups, and teach classes on hunter safety and wildlife management.
- Employees act as liaisons in the field of law enforcement, wildlife management and habitat management between the agencies Resource Divisions specific to their respective supervisory districts.
- Employees provide training and assistance to less experienced staff.

Recommended Education and Experience for Full Performance**

Bachelor's Degree from an accredited college or university in Biology, Fisheries Science/Management, Wildlife Science/Management, Animal Science, Forestry, Forestry Management, Range Science/Management, Agricultural Science, Environmental Science, Wildlife Law Enforcement, Resource Economics, Ecology, Natural Resource Management, Zoology or Criminal Justice; and four (4) years of experience in wildlife or fisheries management, and law enforcement is required. Must be a Certified NM Peace Officer. Successful completion of NM Dept. of Game and Fish Conservation School and Successful completion of the 13 week Field Training Program with a Field Training Officer

Minimum Qualifications

Bachelor's Degree from an accredited college or university in Biology, Fisheries Science/Management, Wildlife Science/Management, Animal Science, Forestry, Forestry Management, Range Science/Management, Agricultural Science, Environmental Science, Wildlife Law Enforcement, Resource Economics, Ecology, Natural Resource Management, Zoology or Criminal Justice; and three (3) years of experience in wildlife or fisheries management, law enforcement is required. Must be a Certified NM Peace Officer. Successful completion of NM Dept. of Game and Fish Conservation School and Successful completion of the 13 week Field Training Program with a Field Training Officer.

Knowledge and Skills

*Note: This information has been produced by compiling information and documentation provided by O*NET. O*NET™ is a trademark of the U.S. Department of Labor, Employment and Training Administration.*

Knowledge

Law and Government — Knowledge of laws, legal codes, court procedures, precedents, government regulations, executive orders, agency rules, and the democratic political process.

English Language — Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.

Public Safety and Security — Knowledge of relevant equipment, policies, procedures, and

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strategies to promote effective local, state, or national security operations for the protection of people, data, property, and institutions.

Psychology — Knowledge of human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; psychological research methods; and the assessment and treatment of behavioral and affective disorders.

Biology — Knowledge of plant and animal organisms, their tissues, cells, functions, interdependencies, and interactions with each other and the environment.

Education and Training — Knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects.

Customer and Personal Service — Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.

Geography — Knowledge of principles and methods for describing the features of land, sea, and air masses, including their physical characteristics, locations, interrelationships, and distribution of plant, animal, and human life.

Leadership — Knowledge of leading through influence and persuasion by establishing mutual trust, respect, and loyalty, through shared beliefs, values, and goals; Being cognizant of subordinates' needs, goals, and aspirations, and to carefully consider these personal variables when making decisions.

Education and Training — Knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects.

Skills

Active Listening — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.

Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.

Speaking — Talking to others to convey information effectively.

Complex Problem Solving — Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.

Judgment and Decision Making — Considering the relative costs and benefits of potential actions to choose the most appropriate one.

Persuasion — Persuading others to change their minds or behavior.

Coordination — Adjusting actions in relation to others' actions.

Reading Comprehension — Understanding written sentences and paragraphs in work related documents.

Social Perceptiveness — Being aware of others' reactions and understanding why they react as they do.

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Negotiation — Bringing others together and trying to reconcile differences.

Time Management — Managing one's own time and the time of others.

Leadership - Displaying attributes that makes employees willing to follow; applying effort to increase productiveness in areas needing the most improvement; establishing a spirit of cooperation and cohesion for achieving goals; making the right things happen on time; providing performance feedback, coaching, and career development to individuals to maximize their probability of success; giving subordinates the authority to get things accomplished in the most efficient and timely manner.

Statutory Requirements: Physical Fitness, Psychological and Medical screenings are required as part of the recruitment process. Pre-Employment drug testing is required. New Mexico Peace Officer Certification (requires graduation from Law Enforcement Academy Basic Training Class).

Conditions of Employment: Working Conditions for individual positions in this classification will vary based on each *agency's utilization, essential functions, and the recruitment needs* at the time a vacancy is posted. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities. Must possess a valid drivers license.

Default FLSA Status: Non-Exempt. FLSA status may be determined to be different at the agency level based on the agency's utilization of the position.

Bargaining Unit: N/A

Established: 07/07/2001

Revised: 07/24/2015 (min qual change on Operational)

***Not to be construed as minimum qualifications.*

Note: Classification description subject to change. Please refer to the SPO website www.spo.state.nm.us to ensure this represents the most current copy of the description.