AUBURN
Human Resources

Spec III, Natural Resources

Job Description

JOB INFORMATION

Job Code	AC24C
Job Description Title	Spec III, Natural Resources
Pay Grade	AF15
Range Minimum	$55,660
33rd %	$68,650
Range Midpoint	$75,150
67th %	$81,640
Range Maximum	$94,630
Exemption Status	Non-Exempt
Approved Date:	5/20/2026 2:07:40 PM

JOB FAMILY AND FUNCTION

Job Family:	Agriculture & Forestry
Job Function:	Forestry

JOB SUMMARY

Performs various duties providing professional expertise for forestry and wildlife management tasks.

RESPONSIBILITIES

- Leads and coordinates the collection, analysis, and reporting of forest inventory and ecological monitoring data.
- Leads species (flora and fauna) surveys to ensure sustainable populations of threatened and non-threatened species. Interprets results and prepares detailed analytical reports.
- Oversees databases related to natural resources and wildlife management. Resolves complex database issues and ensures data integrity. Analyzes and reports on trends and findings.
- Develops and presents reports and presentation materials associated with the collected data, such as reports or MS PowerPoint presentations and may include information on species status, habitat conditions, and changes.
- Leads timber marking, herbicide treatments, prescribed burning, and other natural resources tasks.
- May provide support to recreational users, other natural resource managers, and tenet units.
- Plants food plots for wildlife, promoting their habitat and overall health.
- Leads data collection for wildlife density and health studies, allowing for proper conservation and management strategies to be implemented.
- May work in dudded impact areas with an explosive ordinance escort for endangered species requirements.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Bachelor's Degree	in Forestry, Natural Resources Management, Wildlife Management, Biology, Ecology, Engineering, or related field.	and	5 years of	experience in natural resource management practices, wildlife habitat or population management, outdoor recreation, forestry, ecology, biology, or engineering.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of standard procedures and tests related to an engineering or scientific field.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
DL NUMBER - Driver License, Valid and in State	Any State	Upon Hire	Required	And
	Ability to obtain a burning certificate may be required in specific positions.	Upon Hire	Required	

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing				X		
Walking				X		
Sitting			X			
Lifting				X		Up to 50 Pounds
Climbing				X		
Stooping/ Kneeling/ Crouching			X			
Reaching				X		
Talking				X		
Hearing				X		
Repetitive Motions				X		
Eye/Hand/Foot Coordination				X		

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold				X	
Extreme heat				X	
Humidity				X	
Wet				X	
Noise				X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Hazards				X	
Temperature Change				X	
Atmospheric Conditions				X	
Vibration				X	

Vision Requirements:
Ability to see information in print and/or electronically.