



**New Jersey Department of Environmental Protection**  
**ANTICIPATED NOTICE OF VACANCY**  
**Posting Number: NHR2017-12**

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**(X) DIVISION/PROGRAM**

**(X) DEPARTMENT**

**(X) STATEWIDE**

**TITLE:** Assistant Director, Division of Fish and Wildlife, Operations

**SALARY:** (M34) \$79,246.26 – \$110,956.98

**OPENING DATE:** September 1, 2017

**CLOSING DATE:** October 3, 2017

**EXISTING VACANCIES:** One (1)

**WORKWEEK:** NL (35) Workweek

**PROGRAM/LOCATION:** DEPARTMENT OF ENVIRONMENTAL PROTECTION  
Natural and Historic Resources Program  
Marine Fisheries Administration  
501 East State Street, 3<sup>rd</sup> Floor  
Trenton, NJ 08625

**DESCRIPTION:** Under the direction of the Director, Division of Fish and Wildlife, in the Department of Environmental Protection, assists in directing, coordinating, planning, organizing, and operating the State programs which may include Marine Fisheries, Freshwater Fisheries and Wildlife Management, Fish and Wildlife Law Enforcement, Land Management, Endangered and Non-Game Species, and Fisheries Production; does related work as required.

**SPECIFIC TO THE POSITION:** Directs the operation of the Marine Fisheries Administration including personnel, budgeting and physical resources to ensure efficient operations, which includes both the marine fisheries and shellfisheries management programs; represents the division at various inter and intra state meetings, including the New Jersey Marine Fisheries Council and Shellfisheries Councils, the Atlantic States Marine Fisheries Commission and the Mid-Atlantic Fishery Management Council and other state, interstate and national councils; oversees the planning, development and implementation of programs designed to benefit the marine fisheries resources, predominantly in the territorial waters of New Jersey; directs the implementation of fisheries management measures through the promulgation of regulations to manage the marine fisheries resources; directs the research and monitoring programs of the Administration to ensure that activities conducted provide the necessary information for the sound management of the marine and shellfish resources; ensures these activities meet all ASMFC management plan mandates; complies with and meets the objectives of all Federal and/or State dedicated funding requirements.

**PREFERRED SKILL SET:** Preference will be given to candidates with a background in marine fisheries, experience in personnel management, organizational planning and development; familiarity and knowledge of commercial and recreational fisheries and shellfisheries in New Jersey and other coastal states, and the economic value of their industries; knowledge of New Jersey's historical recreational fisheries management and resource utilization by the general public; ability to foster and maintain cooperative working relationships with stakeholders and interested constituents in both state and federal government and non-governmental organizations involved in marine resource management; experience in developing and implementing programs designed to enhance sustainable utilization of marine resources and the ability to develop and implement regulations designed to properly manage marine resources and maintain compliance with appropriate fishery management plans; experience with management of fisheries budgets, including state appropriations and the federal grant system; familiarity with Federal and State legislation, interstate rules and regulations, and sustainable management of marine resources; familiarity with the methods used to plan and administer marine resource programs at both the state and interstate levels. Preference will be given to candidates with degrees in the below fields, as well as degrees in Marine Fisheries, Natural Resource Management, or closely related field, as well as experience in the marine fisheries, freshwater fisheries or natural resource management programs.

**REQUIREMENTS:**

**EDUCATION:** Graduation from an accredited college or university with a Bachelor's degree in wildlife management, fisheries management, or a related field. **NOTE:** All college degrees (both U.S. and non-U.S.) and/or transcripts from a college or university must already be evaluated for accreditation by the closing date of the posting. Failure to comply will this requirement may result in ineligibility.

**EXPERIENCE:** Six (6) years of experience in the development of fisheries or wildlife management programs, three (3) years of which will have been in a supervisory and/or managerial capacity. **NOTE:** A Master's degree in fisheries, wildlife management or other related field may be substituted for one year of non-supervisory experience.

**LICENSE:** Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

**RESIDENCY:** All persons newly hired on or after September 1, 2011 have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey subject to the provisions of N.J.S.A. 52:14-7 (L.2011, Chapter 70), also known as the "New Jersey First Act".

**AUTHORIZATION TO WORK:** Selected candidates must be authorized to work in the United States per the Department of Homeland Security, United States Citizenship and Immigration Services Regulations. **NOTE:** The State of New Jersey does not provide sponsorships for citizenships to the United States.

**NOTE:** Interviews will be afforded based on the cover letter, resume and credentials submitted in response to this notice. Applicants may be required to provide a copy of their transcripts at time of interview.

**SCOPE OF ELIGIBILITY:** Open to State of New Jersey employees with permanent status who meet the above requirements.

**SUBMIT LETTER OF INTEREST, RESUME AND E-MAIL ADDRESS BY 4:00 PM ON THE CLOSING DATE TO:**

Robin Madden  
Assistant Commissioner's Office  
Natural and Historic Resources Program  
PO Box 420; Mail Code 501-03  
Trenton, NJ 08625-0420  
E-mail Address: [NHR.Resumes@dep.nj.gov](mailto:NHR.Resumes@dep.nj.gov)  
Fax Number (609) 984-1414

**POSTING AUTHORIZED BY:**

Lori Worth, Manager  
Division of Human Resources

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**Accommodations will be made for qualified applicants or employees with disabilities  
New Jersey Department of Environmental Protection is an Equal Opportunity Employer**