

Manager Approval: _____
 Date Signed: _____
 HR Approval: _____

JOB DESCRIPTION

Job Title:	Wildlife Internship
Division:	Ranch
Reports to:	Sr. Wildlife Biologist
FLSA Status:	Hourly
Last Revised:	01/20/2022

JOB PURPOSE:

The Ranch Wildlife Intern will work under the Supervision of the Ranch Wildlife Biologist, and assist in conducting wildlife surveys, controlled burns, tractor operations, maintaining game feeders, maintaining gopher tortoise release areas, ground maintenance and other various wildlife management activities. The hours will flex and include night-time work and occasional weekend work conducting game surveys.

ESSENTIAL FUNCTIONS:

- Responsible to acquire, learn and practice all LBI Safe Operating Procedures (SOPs) and comply with these standards as well as safety regulations pertinent to the department and job functions.
- Assist in receiving gopher tortoise deliveries.
- Assist in conducting spotlight surveys to monitor white-tailed deer populations.
- Assist in conducting helicopter surveys.
- Assist in conducting controlled burns to manage the natural habitat for wildlife.
- Help build and maintain gopher tortoise release enclosures.
- Help maintain game feeding stations, hunting blinds and stands.
- Assist, as needed, in overall grounds maintenance.

OTHER DUTIES (list below, if applicable):

- Various wildlife management activities will occasionally be scheduled and responsibility to participate as needed is required.
- Maintain open and positive communications with all other team members and supervisors.

PROJECTS ASSIGNED:

- Enter and analyze Spring turkey harvest data.
- Enter and analyze hog data.
- Monitor and fix gopher tortoise enclosures.

QUALIFICATIONS:

- A. **Certificates, licenses, and registrations:** Valid driver’s license with insurability.
- B. **Knowledge/Skills:**
 - Some knowledge about agricultural and wildlife management practices.
 - Good verbal and written communication skills.
 - Attention to detail.
 - Demonstrates initiative and reliability.
 - Able to follow directions.
- C. **Education/Experience:**
 - 2 plus years of college in related field or wildlife biology or environmental sciences.
 - Trailer towing experience preferred.
 - Tractor experience helpful.
 - Previous controlled burning experience helpful.

The characteristics described above are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Management has the right to assign or reassign the description to this job at any time. Page 1 of 2

- D. **Physical Demands & Work Environment:** Individual will work outdoors in all kinds of weather. Physical strength is required due to hiking on irregular surfaces, lifting gear, games, water, and land vehicles, etc. Individual is regularly required to stand and walk for prolonged periods. Occasionally required to climb or balance, walk on uneven surfaces, stoop, kneel, crouch or crawl. Specific vision abilities required: close, distance, and peripheral. Routinely required to lift up to 50 pounds.
- E. **Other:** N/A.

JOB DESCRIPTION ACKNOWLEDGEMENT:

I have received, reviewed, and fully understand the job description. I further understand that I am responsible for the satisfactory execution of the essential function described therein, under all conditions as described.

Employee: Print Name

Employee: Signature

[COPY TO EMPLOYEE AND RETAIN IN PERSONNEL FILE]