

Class Concept:

Work in this class involves the statewide enforcement of game, fish, and boating laws and regulations and federal laws as directed in the MOU with the USFWS. On lands owned or leased by the agency, Wildlife Law Enforcement Officers have extended law enforcement and investigatory responsibilities. During a state of emergency, Wildlife Law Enforcement Officers and equipment are directed toward unified emergency operations. The Law Enforcement Director has administrative and technical responsibility for enforcement of all game, fish, and water safety laws. In accordance with agency and division strategic goals, establishes and adapts the infrastructure and organization structure to respond to changing conditions and to ensure success of the Division. Establishes all law enforcement program goals and objectives, ensuring a cohesive plan for short and long term objectives. Coordinates and provides instruction in hunting safety and boating safety in accordance with agency policy and NCGS. Plans and supervises operations. Develops, maintains and prioritizes budgetary resources. Establishes work guidelines, policies and procedures. Monitors effectiveness and quality control, and oversees human resources management. Ensures effective public relations for the Division and in situations when the agency's reputation is affected by the Division. Wildlife Law Enforcement Director liaises with the General Assembly, the governor's office or any other regulating body, consulting and advising on law enforcement issues as well as laws, administrative code and other regulations. Establishes and executes long-range strategic goals and objectives for the Law Enforcement Division. Sets operational priorities and oversees the administration and management of the operational budget and all resources. This position oversees the planning and coordination of all headquarters and field activities. Ensures efficient, consistent and effective enforcement activities and services. Ensures proper application of the NC General Statutes, the NC Administrative Code, local regulations and the US Code of Federal Regulations. Ensures that all law enforcement training by division personnel is conducted in a highly professional manner and in accordance with N.C. law. Provides consultation to agency legal staff in the appropriate interpretation of NC General Statutes, the NC Administrative Code, local regulations and the US Code of Federal Regulations. Works closely with the executive level of the agency and the Wildlife Resources Commission to resolve problems of a sensitive or controversial nature, to recommend or justify new programs and expenditures, to provide consultation regarding enforcement activities, and to assist in the rule-making process. Work requires considerable contact and relationships with federal, state and local law enforcement representatives and agencies, judicial officials, community and special interest groups and the general public. Monitors bills of interest and alerts the executive level about the effects of the bill whether increased liability to the agency, the division or the operations and effectiveness of the division. Apprises internal and external stakeholders of changes or issues in program progress, anticipating and alleviating problems. Adapts to unanticipated changes with contingency plans. Builds internal and external support of agency objectives. Develops key partnerships to further the agency goals and objectives. Initiates new methods to enhance communication and collaboration. Responsibilities support the NC General Statutes, the NC Administrative Code, local regulations and the US Code of Federal Regulations, and support the agency's goals and objectives. Oversees all Human Resources issues and decisions, training needs, analysis and training implementation. Develops knowledge, skills and abilities to ensure current and future leadership of the division. Institutes processes that ensure professional standards throughout the division. Evaluates current law enforcement practices and ensures their adoption as appropriate.

Recruitment Standards

Knowledge, Skills, and Abilities:

Thorough knowledge and understanding of agency and division goals and objectives.

- Thorough knowledge of current law enforcement tactics.
- Thorough knowledge of the principles of supervision, management, budgeting, human resources, policy making, policy implementation, policy analysis, administrative rules process, and performance management.

Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA.

- Considerable knowledge of leadership principles and practices.
- Thorough knowledge of new or unique law enforcement equipment and its costs and benefits.
- Thorough knowledge of and skill in the use of firearms and hunting and fishing equipment.
- Thorough knowledge of court, public hearings and administrative procedures
- Thorough knowledge of Wildlife and Inland Fisheries Management, habitat management, species conservation, stream and waterway protection and restoration.
- Thorough knowledge of NC General Statutes in which federal laws are referenced, NC Administrative Code, and local laws.
- Ability to evaluate programs and to oversee the development and implementation of program improvements.
- Ability to lead a complex organization that employs a variety of personnel and expertise.
- Ability to formulate and implement complex policies and standard operating procedures that meet current and future needs.
- Ability to make final decisions in all matters governing the division. • Ability to direct others' use of investigative techniques and case preparation.
- Ability to evaluate how supervisors assign and coordinate work.
- Ability to express thoughts, ideas, and information both orally and in writing.
- Ability to communicate through interpersonal interactions and written documentation.
- Ability to direct the work unit to effectively testify and provide evidence in court and other judicial settings.
- Ability to interact with legislative and state officials.
- Ability to communicate with all division employees to ensure consistent and thorough knowledge of division responsibilities and goals.
- Ability to maintain effective relationships with other law enforcement organizations and members of the legal system.

Minimum Education and Experience:

High school or General Educational Development (GED) diploma and twelve years of NC Wildlife Law Enforcement Experience, including two years supervising NC Wildlife Law Enforcement Officers or supervising complex Wildlife Law Enforcement operations, or an equivalent combination of education and experience.

Necessary Special Qualifications

Certification as a NC Wildlife Law Enforcement Officer in accordance with the provisions of the North Carolina Criminal Justice Training and Standards Commission.

