

Ministry

Environment and Protected Areas

**Describe: Basic Job Details**

**Position**

Position ID

Position Name

Fisheries Biologist

Current Class

Natural Resources 8

Job Focus

Operations/Program

Supervisory Level

01 - Yes Supervisory

Agency (ministry) code

Cost Centre

Program Code: (enter if required)

**Employee**

Employee Name (or Vacant)

Vacant

**Organizational Structure**

Division, Branch/Unit

NE/Resource Stewardship/Fish & Wildlife Stewardshi

Supervisor's Position ID

Supervisor's Position Name (30 characters)

Supervisor's Current Class

Natural Resources 9

**Design: Identify Job Duties and Value**

**Changes Since Last Reviewed**

Date yyyy-mm-dd

Responsibilities Added:

Responsibilities Removed:

**Job Purpose and Organizational Context**

Why the job exists:

Reporting to the Senior Fisheries Biologist, this professional, full working-level fisheries biologist is accountable for delivering a wide range of field programs intended to ensure the long-term sustainability of fish and fish habitat by the Fisheries Management program, North East Region. Primary functions include area fisheries management program planning and project delivery, with key responsibilities including conducting resource and user surveys, collecting field data, completing data analysis and interpreting results, writing technical reports, establishing program work plans,

conducting reviews of land and resource use development applications, assessing the effectiveness of mitigation plans, and managing of assigned budgets. The incumbent will function as a key member of an integrated team of professional and technical staff responsible for the management of fisheries resources in this region. The incumbent may represent Fisheries Management in various planning initiatives at the landscape and species management level as well as participating in interagency and multi-stakeholder resource management and department compliance and approvals initiatives.

## Responsibilities

### **Outcome 1. Sustainable resource management of species / populations**

#### Activities

- Conducts population inventory and monitoring programs e.g. Fall Index Netting (FIN) surveys, creel surveys, population estimates, etc. using approved (standard) methods and fisheries management techniques.
- Participates in the design and implementation of species population inventory and monitoring programs to determine population size, status, distribution and structure.
- Evaluates fish survey data in relation to Provincial Management Plans or Frameworks to establish status and participates in the development of Fish Sustainability scores.
- Participates in interactions with local Indigenous communities.
- Participates in development, execution, and monitoring of regional fish-stocking and transfer projects including the provincial walleye gamete collection program in close cooperation with provincial fish culture staff and the Alberta Conservation Association (ACA).
- Participates in the development and implementation of provincial species management and recovery plans at the local and provincial level, including compilation and analysis of data.
- Conducts stakeholder consultations to discuss fisheries assessments and results including population status.
- Synthesizes complex data to address emerging issues and to advance regulatory proposals to Senior Fisheries Biologists or Resource Managers.
- Supports and identifies conditions for the issuance of fish research licences, special licences, and competitive fishing event licences.
- Supports the loading, retrieval and manipulation of resource management data within the fisheries management information database (FWMIS).

### **Outcome 2 - Habitat objectives for fisheries are incorporated into integrated resource management**

#### Activities :

- Participates in inter-department and intra-department environmental management planning and decision-making processes to mitigate the impact of industrial and recreational developments on fish and fish habitat.
- Works directly with fish habitat specialists and Department of Fisheries and Oceans (DFO) on fish habitat matters to ensure DFO regulatory practices conform to and meet fisheries management objectives.
- Provides Fisheries Management input to the development of department and interagency standards, guidelines, practices, and programs that will ensure the protection of fish habitat (e.g. Codes of Practice, Operational Statements of DFO).
- Provides input and advice to provincial regulators on the acceptability of EIA submissions to address fisheries management interests.
- Represents Fisheries Management and participates in long term landscape management planning activities providing fisheries management objectives (e.g. watershed management plans, waterbody management plans, access management plans)
- Conducts habitat inventory/monitoring programs to determine trends in fisheries habitat. Provides feedback to

regulators on the effectiveness of fish habitat protection efforts.

- Provides professional advice to others, assesses habitat restoration and enhancement project plans of various groups (e.g., AFGA, TU, ACA, towns, counties and municipalities) and assists as appropriate.

### **Outcome 3 - Management research to provide recommendations is completed.**

#### Activities:

- Identifies Fisheries Management research needs and helps prepare business cases and study designs for research projects.
- Cooperates in the implementation of assigned regional and division approved research and adaptive management projects and may participate on regional, provincial, inter-agency, educational institution and industry partnered fish related research projects.
- Prepares technical and scientific reports and may participate in peer review of related research activities.
- Assists in the development of prioritized plans for fisheries research within the region
- Designs and/or implements scientific research programs and projects to address identified data or knowledge gaps in the area.
- Participates on regional, intra or inter departmental task teams. Teams would typically be involved in the development of standards and guidelines, review of major resource development proposals, or development of landscape or resource management strategies.
- Supports and identifies conditions for the issuance of fish research licences, competitive fishing event licences, and fish stocking licences.
- Supports the loading, retrieval and manipulation of resource management data within the fisheries management information database (FWMIS).

### **Outcome 4 - To have an engaged and informed public about fisheries management in the NE Region and Alberta**

#### Activities

- Educates and informs the public, stakeholders, and special interest groups about fisheries resources and related aquatic programs in the NE Region, their management and current issues.
- Collaborates in the development of a local Fisheries Education and Extension program, and prioritizes work, with the Regional Management and Fisheries team, towards delivering identified projects.
- Responds to requests for specific fisheries resource information from internal and external audiences (i.e., other departments, universities, schools, industrial stakeholders, NGO's, various associations, community organizations, local governments, etc.).
- Supports and participates in the development and delivery of extension activities and products to support fisheries management conservation initiatives and aquatic invasive species programs (e.g., school programs/projects, community tradeshow and events, habitat restoration projects by volunteers, etc.).

### **Outcome 5 - Finance, Administration and Occupational Health and Safety (OH&S) for the Area are met.**

#### Activities

- Assists with regional budget planning and implementation processes. Includes assigning resources to achieve identified work objectives within a balanced budget.
- Ensures financial transactions are conducted within established financial policy and procedures; maintains

accurate and up-to-date records, meets quarterly budget reporting, and forecasted targets.

- Procures equipment to do the job, maintains accurate inventory, maintains assigned equipment according to established standards, and ensures it is operated safely.
- Ensures a thorough understanding of department OH&S programs and policies by all direct reports and contractors; develops project specific safety plans and ensures compliance with work specific OH&S procedures (e.g. hazard assessments, standard operating procedures within assigned work unit per Act, regulations, and established standards and procedures).
- Maintains current OH&S training and job-specific certifications as required by Department/Region/Branch.

## **Outcome 6 - Supervision of junior biologists, technical staff, and temporary staff is achieved.**

### Activities

- Develops performance agreements and staff development plans for permanent direct reports. Monitors performance, deals effectively with employee relations matters, keeps supervisor informed, provides ongoing performance feedback, and completes year/term-end performance assessments.
- Conducts OH&S orientation, in collaboration with administrative staff, for new employees, volunteers or contractors.
- Identifies training and development needs to perform the job assigned for each subordinate employee.
- Ensures supervised staff are aware and informed of department OH&S policies and procedures and ensures work is conducted in accordance with established standards, procedures and applicable OH&S legislation.

## **Problem Solving**

Typical problems solved:

The biologist in the NR8 role supports the Senior Fisheries Biologist with data, analyses and recommendations to complex fisheries management problems. that often require resource allocation decisions considering conservation, sustainability and diverse stakeholder desires and Indigenous rights. Supporting with analyses and information to ensure populations remain sustainable while managing to ensure Indigenous rights are met as well as managing for recreational and other commercial interests at various scales (waterbody, region, province) are typical problems requires significant knowledge, creativity, and problem-solving skills. Some typical problems include:

- Development of annual population status reports.
- Evaluate data and trends to support waterbody management plans and consultation with stakeholders and make recommendations to the Senior Fisheries Biologist.
- Conduct field work and contribute analyses to validate relationships for recommending thresholds for fish population status's
- Preparing project plans and coordination of projects and staff that support those projects.
- Providing review and advice to small and large industrial projects considering cumulative effects of habitat change on the sustainability of fisheries resources and habitats to provide mitigation advice or best recommendations for approval agencies.

Types of guidance available for problem solving:

[Area Senior Fisheries Biologists](#)  
[Senior Fisheries Biologist Team](#)  
[Regional Fisheries Manager](#)

Departmental fisheries policy experts  
 Engagement and Education specialists  
 Academia and other colleagues  
 Fisheries Act (Alberta) and Regulations  
 Federal Fisheries Act  
 Fish and Wildlife Policy  
 Alberta Fisheries Conservation and Management Strategy  
 Environmental Protection and Enhancement Act,  
 Alberta Land Stewardship Act,  
 Public Lands Act  
 Master Schedule of Standards and Conditions  
 Fish Management Objectives and Fisheries Sustainability Index protocols  
 Northern Pike and Walleye Provincial Fish Management Frameworks  
 Primary print and academic journals  
 Provincial Fisheries Scientist  
 Office of the Chief Scientist

Direct or indirect impacts of decisions:

Recommendations will affect the sustainability of fisheries resources and in turn have effects on the fisheries recoveries, public, municipalities, Indigenous communities, anglers, habitat, integrated management plans, and other stakeholders such as Fish and Game clubs, competitive fishing event licence holders, fish research licence holders, guides, lodges, campground owners and other recreational interests.

**Key Relationships**

Major stakeholders and purpose of interactions:

Indigenous communities (First Nations and Metis)  
 Recreational anglers  
 Municipalities  
 Fish and Game clubs  
 Competitive (tournament) event licence holders  
 Industry and environmental consultants - Fish Research Licences  
 Guides  
 Lodge owners  
 Local MLA's and Town Councils  
 Fish and Wildlife Enforcement Officers  
 Fisheries Culture Staff  
 Alberta Conservation Association biologists and managers

**Required Education, Experience and Technical Competencies**

Education Level	Focus/Major	2nd Major/Minor if applicable	Designation
Bachelor's Degree (4 year)	Science		

If other, specify:

plus 2 years directly related experience

Job-specific experience, technical competencies, certification and/or training:

Water safety and training in small, medium and large vessel operation.  
 Wilderness First Aid  
 Experience with driving offroad, pulling trailers, small engines  
 ATV training  
 Electrofishing training  
 Experience with developing or understanding resource management models  
 Data management  
 Leadership training and supervisory experience/training

## Behavioral Competencies

Competency	Level					Level Definition	Examples of how this level best represents the job
	A	B	C	D	E		
Systems Thinking	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<p>Takes a long-term view towards organization's objectives and how to achieve them:</p> <ul style="list-style-type: none"> <li>• Takes holistic long-term view of challenges and opportunities</li> <li>• Anticipates outcomes and potential impacts, seeks stakeholder perspectives</li> <li>• Works towards actions and plans aligned with APS values</li> <li>• Works with others to identify areas for collaboration</li> </ul>	<p>Understands how the information being collected and analyzed supports the larger fisheries management objectives and habitat goals. Makes recommendations in awareness of the social and economic considerations. Looks to ensure the long-term sustainability through the use of Frameworks, consistent thresholds, and conservation strategies.</p>
Build Collaborative Environments	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<p>Collaborates across functional areas and proactively addresses conflict:</p> <ul style="list-style-type: none"> <li>• Encourages broad thinking on projects, and works to eliminate barriers to progress</li> <li>• Facilitates communication and collaboration</li> <li>• Anticipates and reduces conflict at the outset</li> <li>• Credits others and gets talent recognized</li> <li>• Promotes collaboration and commitment</li> </ul>	<p>Works with others to ensure the habitat objectives are considered in land management strategies. Creates and sustains strong working relationships with referral partners, local Indigenous community leaders, and enforcement branch staff.</p>
Creative Problem Solving	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<p>Engages the community and resources at hand to address issues:</p> <ul style="list-style-type: none"> <li>• Engages perspective to seek root causes</li> <li>• Finds ways to improve complex systems</li> <li>• Employs resources from other areas to solve problems</li> <li>• Engages others and encourages debate and idea generation to solve problems while addressing risks</li> </ul>	<p>Encourages teams to develop novel approaches to resource management problems in timely and efficient ways.</p>

