

NATURAL RESOURCE OFFICER I (PARK RANGER) – POSITION#K0122973

This classified, permanent full-time position is located at Cheney State Park, Parks Division; and is directly supervised by Mitchell Schwartz, State Park Manager Supervisor II.

The incumbent administers and participates in law enforcement activities in assigned state park areas; enforces license and permit requirements; detects violations, make arrests, collects evidence, prepares cases, and testifies, as required—must be a credible witness in court; coordinates and conducts property and facility inspections; develops, coordinates and maintains a public relations program; represents the department through public speaking, constituent contacts, media contacts, and educational program participation; plans, assigns, reviews, and schedules work performance of park staff responsible for safety, construction, maintenance, land management, development, permit sales, and public relations, as assigned by supervisor; prepares and submits budget and cost estimates; conduct studies and surveys; recommends and participates in training development; and coordinates and actively participates in all aspects of park maintenance.

If an applicant is not currently law enforcement certified, our agency will send the successful applicant to the required training as listed below. Applicants do not have to be law enforcement certified to apply.

BENEFITS: Beginning hourly rate, \$25.68/hour; immediate group health and life insurance; retirement; optional deferred compensation, dental and vision options; holidays; and sick, vacation, and parental leave.

MINIMUM REQUIREMENTS: Bachelor's degree required. Preferred in park or natural resource management or other related degrees as determined by the Department. Experience may be substituted for education as determined relevant by the agency. The successful candidate must pass a background check, must be a credible witness in court, and possess and maintain a valid driver's license.

NECESSARY SPECIAL REQUIREMENTS: This class requires the employee to be certified as a law enforcement officer by the Kansas Law Enforcement Training Commission. Certification must be obtained before the employee is given permanent status. The employee must complete a basic law enforcement training program recognized by the Kansas Law Enforcement Training Commission and annual training as required by K.S.A. 74-5607a.

This class requires the use of a firearm for law enforcement duties; therefore, to be eligible for appointment to a position in this class, candidates cannot have been convicted of a felony or misdemeanor domestic violence crime as set forth in 18 U.S.C. § 992 (g) (8) and (9). To be eligible for certification in the state of Kansas, one must also be free of any diversions from a felony or misdemeanor domestic violence crime as set forth by the Kansas Law Enforcement Training Act.

Candidates for positions in this class must have the following: be a U.S. citizen; be 21 years of age at the time of appointment; free of conviction of any crime punishable by imprisonment in a federal penitentiary or a state prison; and be required to pass a physical exam administered by the hiring agency.

This class requires that at the time of appointment the selected candidate must take and pass a drug screening test approved by the Division of Personnel Services, a pre-employment physical, and a standard battery of psychological tests required for admission into the Kansas Law Enforcement Training Center Basic Course.

HOW TO APPLY: Go to the State Employment Center at <https://admin.ks.gov/services/state-employment-center> and follow the directions below:

- Click in the middle under the Sunflower. From there either **Sign into** your existing account or **Register** for a new account.
- **Review and complete** your contact information on the **My Contact Information** page. Please make sure to include your **email address**.
- **Upload documents** listed in the **Required Documents** section of this job posting to the appropriate location.
- **Complete and Submit** your application.
- **Check your email** and **My Job Notifications** for written communications from the Recruiter.
 - **Email** - the **email** listed on the **Careers>My Contact Information** page.
 - **Notifications** - view the **Careers>My Job Notifications** page

The following are the required items to apply:

- 1) a letter of interest
- 2) a detailed resume; **including a valid e-mail address**
- 3) transcript material, **if applicable**, (copies of official transcripts or unofficial student copies are acceptable as long as degree is conferred)
- 4) Employment application – this is generated from the information which is input into the system
- 5) an Authorization to Release Information form** (this can be found at the following website): <https://www.ksoutdoors.com/news/KDWP-Info/Jobs/Employment-Application-Additional-Info> and,

****Please note, this form must either be witnessed and signed by a Kansas Department of Wildlife and Parks employee or signed in front of and notarized by a notary public. We reserve the right to conduct a background check on all qualified applicants.**

Incomplete applications will not be considered. A complete application packet must be submitted for each position. We no longer make copies of previous applications. Submitted application materials will be reviewed in Pratt to assure that the position minimum requirements are met, and those meeting the minimum requirements will be forwarded to the respective division for interview selection.

Applicants are notified whether or not they are selected to interview. The interview is generally a one-time, panel interview consisting of position-specific questions for all applicants (same questions for each applicant), with the selection being made after all candidate interviews are completed.

Veterans' Preference Eligible (VPE): Former military personnel or their spouse that have been verified as a "veteran" under K.S.A. 73-201 will receive an interview if they meet the minimum requirements of the position. The veterans' preference laws do not guarantee the veteran a job. Positions are filled with the best qualified candidate as determined by the appointing authority. Additional VPE information can be found at <https://admin.ks.gov/services/state-employment-center/veterans>. Applicants claiming veterans' preference for the first time must mail a copy of your DD-214 to the Office of Personnel Services, 900 SW Jackson, Room 401-N, Topeka KS 66612, or FAX to 785/291-3715.

DEADLINE TO APPLY – April 26, 2024

The State of Kansas is an Equal Opportunity Employer. We value diversity, equity, and inclusion as essential elements that create and foster a welcoming workplace. All qualified persons will be considered for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, political affiliation, disability or any other factor unrelated to the essential functions of the job.

If you wish to identify yourself as a qualified person with a disability under the Americans with Disabilities Act and would like to request an accommodation, please address the request to the recruiter.