

**MISSISSIPPI MILITARY DEPARTMENT  
STATE EMPLOYEE POSITION ANNOUNCEMENT  
ANNOUNCEMENT #24-121**

**OPENING DATE: 24 APR '24    CLOSING DATE: 08 MAY '24    AGENCY: 5704    PIN: 260**

**POSITION: Environmental Officer (Invasive Species Manager)**

**STARTING SALARY: \$37,562.13**

**LOCATION OF POSITION: Camp Shelby Joint Forces Training Center, Camp Shelby, MS 39407**

**TELEPHONE INQUIRIES: Rhonda Cole (601) 313-6243    DSN: 293-6243**

**APPLICATION MUST BE SUBMITTED BY: EMAIL ADDRESS (Preferred Method) to: [rcole@mil.ms.gov](mailto:rcole@mil.ms.gov) Or Hand Delivered to: STREET ADDRESS: 1410 Riverside Drive, Jackson, MS 39202-1237; Or Mailed to: MS Military Department, ATTN: NGMS-SRP, Post Office Box 5027, Jackson, MS 39296-5027.**

***APPLICATION MUST BE RECEIVED BEFORE 4:00 P.M. ON THE CLOSING DATE***

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***SPECIAL CONDITION: MS State Law requires that male applicants between the ages of eighteen (18) and twenty-six (26) submit satisfactory documentation of their compliance with the draft registration requirements of the Military Selective Service Act with application. In addition, males between the ages of eighteen (18) and twenty-six (26) who are currently employed shall not be promoted to higher positions until they submit documentation of compliance with the requirements of the Federal Selective Service Act.***

**MINIMUM QUALIFICATIONS: \*EMPLOYEES IN THESE POSITIONS WILL UNDERGO AN EXTENSIVE BACKGROUND CHECK AS WELL AS RANDOM DRUG TESTING. THE DATA MAY BE USED AS PART OF A REVIEW PROCESS TO EVALUATE ELIGIBILITY FOR CONTINUED EMPLOYMENT.**

1. Bachelor's degree from an accredited four year college or university in an environmental, natural sciences, or natural resources discipline **AND** one (1) year directly related experience. **PROOF OF EDUCATION WITH COPY OF TRANSCRIPT OR DIPLOMA MUST BE SUBMITTED WITH APPLICATION.**
2. Possess a valid driver's license and if authorized to operate a Government Vehicle, have the ability to obtain and maintain a US Government Motor Vehicle Operator's ID Card. **PROOF OF DRIVER'S LICENSE MUST BE SUBMITTED WITH APPLICATION.**

**DUTIES AND RESPONSIBILITIES:** (Not all inclusive, will be fully explained during interview)

1. Develops a comprehensive invasive species management plan compliant with and included in the Integrated Natural Resources Management Plan (INRMP).
2. Ensures the cogongrass management plan is developed in collaboration with INRMP (where applicable), timber management plans, and longleaf habitat restoration/rehabilitation plans.
3. Ensures the integration of the National Environmental Policy Act (NEPA) and the Environmental Condition of Property (ECP) processes in the planning phase of projects and verifies appropriate level of environmental documentation is developed.
4. Advises the Camp Shelby Natural Resources Manager and/or Environmental Manager of issues within the environmental program area.
5. Drafts/manages contracts and supervises contract employees on various projects, such as herbicide applications and forestry mulching.
6. Establishes and maintains liaison with appropriate local, state, and federal agencies and organizations.
7. Assists with the MSARNG prescribed fire program and maintains at a minimum FFT2 certification.
8. Assists with the development of conservation management programs, recommends resource preservation and enhancement practices, and conservation management methods and techniques: determines methods of controlling undesirable plant, wildlife and fish species.
9. Advances the implementation of natural resources management plans for Camp Shelby in accordance with Sikes Act requirements.
10. Performs GPS and GIS duties relating to the environmental program at Camp Shelby.
11. Assists with aquatic/biological research and management projects and programs designed to conserve, manage, restore, and protect wildlife, fisheries, and natural resources.
12. Operates and maintains equipment including but not limited to: motorized vehicles, all-terrain vehicles, firefighting equipment, boats, firearms, audio-visual equipment, two-way radios, communication equipment, sampling equipment, laboratory and field testing.
13. Performs other environmental duties as assigned.

**AREA OF CONSIDERATION: OPEN COMPETITIVE**

**SPECIAL REMARKS/PLACEMENT STATEMENTS/SUMMARY OF POLICIES**

Mississippi Military Department policy is to ensure fair treatment of applicants and employees in all aspects of personnel administration without regard to race, religious creed, political affiliation, national origin, sex, age, or disability. However, the Mississippi Military Department reserves the right to enforce military physical, age and gender requirements to positions which are military in nature or for which military membership is required.

Promotional and future salary increases will be IAW Military Dept policy and as authorized by the State Legislature. All salary increases are subject to annualized funding availability.

**RESUMES WILL NOT BE ACCEPTED.** Applicants must complete the **STATE OF MISSISSIPPI EXPERIENCE AND TRAINING RECORD (Revised 05/22)**. Previous editions of these documents are not acceptable. These documents may be obtained from most non-armory facilities of the MS National Guard, website: [www.ng.ms.gov](http://www.ng.ms.gov) or by written/telephonic request to the Mississippi Military Department, or by written/telephonic request to the Mississippi Military Department, ATTN: NGMS-SRP, P.O. Box 5027, Jackson, MS 39296-5027 (Commercial #601-313-6368). Additional information may be attached to support qualifications. However, such does not negate completion of all applicable spaces of the State of Mississippi Experience and Training Record and both addendums. **ALL DOCUMENTS MUST BE SUBMITTED TO THE OFFICE INDICATED ON THE FRONT OF THIS ANNOUNCEMENT. DO NOT SUBMIT DOCUMENTS TO THE STATE PERSONNEL BOARD! DOCUMENTS MUST BE RECEIVED NLT 4:00 P.M. ON THE CLOSING DATE. NO PHOTOCOPY OF THE MISSISSIPPI EXPERIENCE AND TRAINING RECORD WILL BE ACCEPTED. NO OTHER TYPE OF APPLICATIONS ARE ACCEPTABLE.**

**PROOF OF QUALIFYING EDUCATIONAL ACCOMPLISHMENTS BEYOND HIGH SCHOOL IS REQUIRED.** Copies of college transcripts, diplomas, certificates, licenses, etc., must be legible.

**APPLICANTS FAILING TO COMPLY WITH ALL APPLICATION SUBMISSION REQUIREMENTS OR WHO DO NOT MEET MINIMUM QUALIFICATIONS WILL NOT BE CONSIDERED.** Applicants scheduled for interview who fail to appear for interview will not receive further consideration.

**FAILURE TO OBTAIN CERTIFICATION AS AN ARMED SECURITY GUARD BY THE STATE OF MISSISSIPPI WILL BE GROUNDS FOR TERMINATION OF EMPLOYMENT.**

**THE SUPPORT OF THIS POSITION IS CONTINGENT UPON CONTINUED POSITION AUTHORIZATION AND AVAILABILITY OF STATE/FEDERAL FUNDING, AS APPLICABLE.**

**Military membership is desired.**

**INDIVIDUAL APPLICATIONS MUST BE SUBMITTED FOR RESPONSE TO EACH ANNOUNCEMENT.**

**MUST BE ABLE TO OBTAIN A FAVORABLE BACKGROUND CHECK**