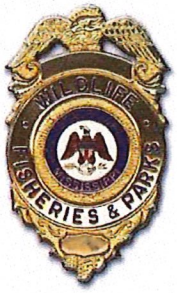


What are the steps to becoming a Conservation Officer?

- Decide first if this is the career for you!
- Complete a job application and mail to:

  Mississippi State Personnel Board
  210 East Capitol Street, Suite 800
  Jackson, MS 39201
  Phone: 601-359-1406
  Web Address: www.mspb.ms.gov

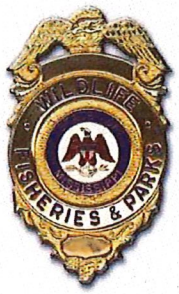
- You can apply for this position on the Internet.

  Job Description: DWFP-LAW ENFORCEMENT TRAINEE (CADET)

- The Personnel Board will notify the applicant if there is a problem with their application, or inform them if they are on the list of eligibles.

What are the duties of a Conservation Officer?

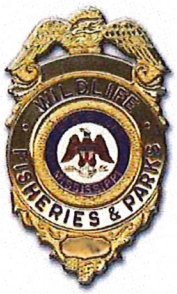
- Enforce Mississippi's Wildlife and Fisheries Laws.
- Enforce Mississippi's Boat and Water Safety laws.
- Teach Hunting, Boating, Archery, and other outdoor recreation education classes.
- Assist landowners with management of the natural resources on their property.
- Conduct assorted public talks and programs to educate the public on state statue changes and programs offered by the MDWFP.
- Officers possess enforcement powers conferred by statute and utilize these powers in the execution of their duties and responsibilities.



What is the Salary?

- Trainee (Cadet) - $27,028.45 Per Year based on a 40-hour work week.
  $2,252.37 Per Month.

- Conservation Officer I - $37,185. Per Year based on a 40-hour work week.
  $3,098.75 Per Month



What are the Requirements for becoming a Conservation Officer?

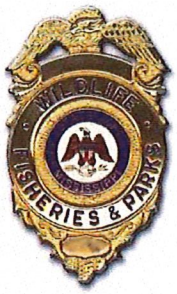
- You must be at least twenty-one (21) years of age!
- You must possess a valid Mississippi driver license or a valid driver's license from another state!
- You must have a minimum of sixty-four (64) semester hours from an accredited Community College or University!

or

- Have an associate degree from an accredited Community College!

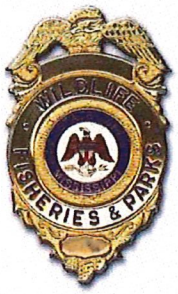
or

- Have passed the Law Enforcement Academy and have at least five (5) years of previous law enforcement experience!



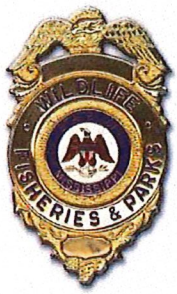
What are the Requirements for becoming a Conservation Officer?

- Have neither a conviction nor plea of guilty or nolo contendere for a felony or a misdemeanor involving moral turpitude or recent wildlife violation conviction.
- Have not been discharged under conditions other than honorable from any branch of the U.S. armed forces!
- Receive a favorable background investigation report!
- Upon appointment and on a scheduled basis, pass a physical conducted by a licensed physician and meet minimum physical qualification standards!
- Upon appointment and on a random selection basis, pass an alcohol/drug test conducted by a certified laboratory!



What are the Benefits?

- You will receive the same benefits as all other State Employees as soon as you are hired.
- Paid Insurance Coverage (Employee Only)
- Personal Leave – Employees with one (1) month to three (3) years of service earns twelve (12) hours of leave per month (Time increases with years of service).
- Major Medical Leave – Employees with one (1) month to three (3) years of service earns eight (8) hours of medical leave per month. (Time decreases with years of service).
- Employees will become a member of the Public Employees Retirement System (PERS).



When can I expect to be contacted by MDWFP concerning my application?

- Conservation officers are normally hired once a year.
- The job is posted and advertised on the State Personnel board web page. "DWFP-Law Enforcement Trainee Cadet"
- Once the advertisement closes, we will ask for a register of eligible applicants from the Personnel Board.
- If your name appears on the register and all qualifications are met, you will receive a pre-interview application packet from us by email or postal delivery.

What will the pre-interview application packet consist of?

- A letter from the Training Coordinator with instructions explaining what you need to do, a contact person's name and telephone number.
- A checklist of the instructions explaining what you need to supply. (Example: Copy of a valid driver's license, Copy of Social Security Card, Proof of Education, Copy of Law Enforcement Certificate (if required), Proof of Selective Service Registration, copy of DD214).
- A medical examination worksheet that will need to be completed by a licensed physician. (Applicants Expense).
- An applicant packet containing release of information and background information and military record if applicable.
- A Law enforcement questionnaire. etc...

When you complete the packet:

- Mail or hand deliver the completed packet back to MDWFP Headquarters at 1505 Eastover Drive, Jackson, MS. 39211
- Once the packet is received by us, we will check it to be sure it is complete, and all requirements have been met. Be sure to include a current address and daytime telephone number.
- You will be contacted by email of the place, date, and time for an entry level fitness test. (Pre-PT Evaluation).

What does the Pre-PT Evaluation consist of?

Pushups, 1 ½ mile run, Agility course, and 25-meter swim

- All applicants will be required to complete 70% of the requirements.
- Every applicant must complete all the requirements. (No exceptions)
- You will be required to prove your ability to swim.

Who will interview and when?

- Every candidate who successfully completes the Pre-PT evaluation will be scheduled for an interview.
- Interviews are normally scheduled approximately one (1) to two (2) weeks after the pre-pt test.
- Successful candidates will receive a letter from the Training Coordinator telling them the place, time, and date their interview is scheduled.
- Successful candidates will be moved to a second-round interview process.

- Background checks will be performed on all applicants.

- A final selection will be made, and final applicants will be notified of job offer and orientation date and time.

What type of training will I receive?

- As a "Law Enforcement Trainee Cadet", you will first attend six (6) weeks of basic Law Enforcement Training at the Mississippi Conservation Officers Training Academy (MCOTA).
- You will be required to stay at MCOTA from Sunday afternoon through Thursday afternoon.
- You will be required to abide by all rules and regulations of the MCOTA while there.
- You will be required to maintain an average of 70% on all academics.
- At the end of phase one (MCOTA 6 weeks) cadets will then be required to attend and complete the Mississippi Law Enforcement Officers Training Academy (MLEOTA) for an additional twelve (12) weeks of basic law enforcement training at the state academy.
- Cadets again will be required to stay from Sunday afternoon through Thursday afternoon at MLEOTA.
- Cadets again will abide by all rules and regulations of MLEOTA while there.
- Cadets will be required to maintain an average of 70% on all academics.

- Cadets will be required to make at least a 70% on their physical training test before they can graduate.

What happens when I complete MLEOTA?

- Upon graduation from the twelve (12) week basic law enforcement course at MLEOTA you will be required to attend the final six (6) weeks (phase 2) of MCOTA taught by personnel of the MDWFP.

Who will pay for my training?

- Once you are hired, any and all training the agency requires you to have will be paid for by the Mississippi Department of Wildlife, Fisheries, and Parks.

Who can I contact to find out more about this position?

Mississippi Department of Wildlife, Fisheries, & Parks

Enforcement Bureau

1505 Eastover Drive

Jackson, MS 39211

Phone #: (601) 432-2178

Enforcement Bureau