# POSITION DESCRIPTION

# Assistant Secretary For Fish, Wildlife and Parks, Department of the INTERior

|  |
| --- |
| **OVERVIEW** |
| Senate Committee | Energy and Natural Resources jointly with Environment and Public Works[[1]](#endnote-1) |
| Agency Mission | The Department of the Interior protects and manages the nation’s natural resources and cultural heritage; provides scientific and other information about those resources; and honors its trust responsibilities or special commitments to American Indians, Alaska Natives and affiliated Island Communities.[[2]](#endnote-2) |
| Position Overview | The assistant secretary for fish, wildlife and parks provides policy guidance and direction for the U.S. Fish and Wildlife Service and National Park Service. The assistant secretary additionally has the direct responsibility for programs associated with the management and conservation of natural resources. |
| Compensation | Level IV $155,500 (5 U.S.C. § 5315)[[3]](#endnote-3) |
| Position Reports to | Deputy Secretary and Secretary of the Interior |
| **RESPONSIBILITIES** |
| Management Scope | In fiscal 2015, the Office of the Assistant Secretary for Fish, Wildlife and Parks had a budget of $13.5 million through the natural resources management trust fund. The Fish and Wildlife Service had $2.8 billion in fiscal 2015, and the National Park Service had $3.1 billion for fiscal 2015. For fiscal 2015, there were 8,689 full-time equivalents within the Fish and Wildlife Service, and 21,164 full-time equivalents within the National Park Service. The Office of the Secretary had 1,472 full-time equivalents.[[4]](#endnote-4) Approximately 44 percent of the Department of the Interior falls under the jurisdiction of the assistant secretary of fish, wildlife and parks.[[5]](#endnote-5) |
| Primary Responsibilities | * Discharges the duties of the secretary with the authority and direct responsibility for programs associated with the use, management and conservation of natural resources; lands and cultural facilities associated with the National Park and National Refuge Systems; and the conservation and enhancement of fish, wildlife and natural habitats
* Represents the department in the coordination of marine ecosystems and biological resources programs with other federal agencies
* Exercises secretarial direction and supervision over the U.S. Fish and Wildlife Service and the National Park Service[[6]](#endnote-6)
* Enforces laws, regulations and rules, which includes implementation of the Endangered Species Act[[7]](#endnote-7)
* Exercises authority for the secretary of the interior as chairman of the Migratory Bird Conservation Commission
* Approves the use of funds available to the National Park Service to maintain law and order in emergency law enforcement circumstances
* Exercises authority on behalf of the secretary of the interior in regard to the prescription of fishways pursuant to the Federal Power Act
* Signs letters to the Migratory Bird Conservation Commission for any land acquisition projects funded through the North American Wetlands Conservation Act but not part of the National Wildlife Refugee System[[8]](#endnote-8)
 |
|   | [Depends on the policy priorities of the administration] |
| **REQUIREMENTS AND COMPETENCIES** |
| Requirements | * Management experience
 |
| Competencies | * Strong communication and interpersonal skills
* Excellent leadership skills
 |
| **PAST APPOINTEES** |
| Thomas L. Strickland (2009 to 2011[[9]](#endnote-9)) – Vice President and Chief Legal Officer for UnitedHealth Group; Partner at Hogan & Hartson, LLP; United States Attorney for Colorado[[10]](#endnote-10) |
| R. Lyle Laverty (2007 to 2009) – Director for Colorado State Parks; Associate Deputy Chief of the U.S. Forest Service; Regional Forester of the Rocky Mountain Region of the U.S. Forest Service[[11]](#endnote-11) |
| Harold Craig Manson (2002 to 2005) – Judge for the Superior Court of California; CEO, President and Chairman of Mather Financial Services, Inc.; General Counsel, California Department of Fish and Game[[12]](#endnote-12) |

1. <https://www.congress.gov/nomination/112th-congress/653/actions?q=%7B%22search%22%3A%5B%22Rebecca+Wodder%22%5D%7D&r=1&overview=closed> [↑](#endnote-ref-1)
2. Partnership for Public Service position description [↑](#endnote-ref-2)
3. The Consolidated Appropriations Act, 2017 (Public Law 115-31, May 5, 2017), contains a provision that continues the freeze on the payable pay rates for certain senior political officials at 2013 levels during calendar year 2017. [↑](#endnote-ref-3)
4. FY16 budget request from DOI: <https://www.doi.gov/sites/doi.gov/files/migrated/budget/appropriations/2016/highlights/upload/2016_Highlights_Book.pdf> [↑](#endnote-ref-4)
5. <https://www.congress.gov/111/chrg/shrg94024/CHRG-111shrg94024.pdf> (page 38) [↑](#endnote-ref-5)
6. OPM [↑](#endnote-ref-6)
7. congress.gov [↑](#endnote-ref-7)
8. DOI handbook: <http://elips.doi.gov/ELIPS/DocView.aspx?id=2386&dbid=0> [↑](#endnote-ref-8)
9. <https://www.doi.gov/news/pressreleases/Assistant-Secretary-Tom-Strickland-to-Wrap-Up-Successful-Two-Years-of-Leadership-and-Service-at-DOI> [↑](#endnote-ref-9)
10. <http://www.bloomberg.com/profiles/people/1856094-thomas-l-strickland>

<https://www.wilmerhale.com/thomas_strickland/> [↑](#endnote-ref-10)
11. <http://jkagroup.com/about/lyle-laverty-bio.htm> [↑](#endnote-ref-11)
12. <https://www.linkedin.com/in/ACoAAAEHDEsBukJJVlTUGgtXKax_0ylcrVW5Sjw/> and Congress.gov <https://www.congress.gov/107/chrg/shrg78075/CHRG-107shrg78075.pdf> [↑](#endnote-ref-12)