

DEPARTMENT OF AGRICULTURE
AGRICULTURE FARMLAND PRESERVATION DIRECTOR

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

Open To: The Public
Location: 165 Capitol Avenue, Hartford, CT
Job Posting No: 11358
Hours: Monday through Friday, 35 hours (full time)
Salary: ES 28 Bi-weekly: \$2,706.60 (*minimum*)
Closing Date: December 2, 2013 at 4pm – no exceptions (NEW EXTENDED DATE)

EXAMPLES OF DUTIES: Plans, coordinates, and administers the Farmland Preservation Unit's activities, including application evaluation, appraisal, negotiations, survey, and purchase of development rights to farmland; reports on status of program to the media, the Commissioner, the Farmland Preservation Advisory Committee, and the public; assists municipalities and other State agencies' activities by reviewing plans for projects and recommending opposition or support for projects to protect farmland; develops programs for farmland preservation (e.g., programs to encourage municipal farmland preservation or to counter balance federal legislation affecting agriculture); coordinates and directs the agency's property management activities including boundary surveying and maintenance of legal documents, agreements, and maps; drafts deeds and supervises work assignments under contract to surveyors, appraisers, and attorneys; administers lease program for farm use of State-owned vacant land; writes regulations and lease forms to implement program; administers Farm Waste Management Program; implements program to lessen agricultural damage due to flooding; oversees enforcement of development rights restrictions and regulations and works with the Attorney General to correct violations; acts as agency liaison to municipal and Federal farmland protection agencies; prepares budgets, letters, and reports; performs related duties as required.

MINIMUM QUALIFICATIONS REQUIRED KNOWLEDGE, SKILL AND ABILITY: Considerable knowledge of relevant State and Federal laws, statutes and regulations; considerable knowledge of farming operations and soil characteristics; knowledge of and ability to apply management principles and techniques; knowledge of procedures used in title searching in preparing deeds and related documents; knowledge of the effect of deed and tract restrictions and income and estate taxes on property; considerable interpersonal skills; considerable oral and written communication skills.

EXPERIENCE AND TRAINING: General Experience: Eight (8) years' experience in program development and administration involving property acquisitions, land surveys, title searches, and real estate appraisals.

Special Experience: One (1) year of the General Experience must have been in farmland conservation or environmental preservation.

Substitution Allowed: College training in agriculture, natural resources planning, soils science, or other closely related field may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one-half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree.

SPECIAL REQUIREMENT: Incumbents in this class may be required to travel.

The official job specification may be viewed at: <http://das.ct.gov/HR/JobspecNew/JobDetail.asp?FCC=5320>

The salary plan is available at: <http://das.ct.gov/HRDocs/CompPlans/ES%202013%2008%2026.pdf>

The preferred candidate will have knowledge, skills or ability with various state, federal, municipal and private preservation programs; experience drafting and negotiating property rights; understanding of farmland restoration and soil conservation; familiar with the federal farm and ranchlands protection program; experience addressing program compliance, violations, and related legal proceedings; CT municipal laws, ordinances, and land use regulations; strong agricultural background working with farmers and estate matters; experience drafting and negotiating agricultural land and farm leases; and strong negotiation skills; experience and a solid understanding of acquisition matters relating to attorneys, surveyors, appraisers, and farmland owners.

APPLICATION INSTRUCTIONS: Interested and qualified candidates who meet the preferred skills should submit **a cover letter that describes your interest and suitability for the position, resume and application for Examination or Employment (Form CT-HR-12 at <http://www.das.state.ct.us/cr1.aspx?page=13>)** to:

Deborah Craig, Human Resources Specialist
Department of Administrative Services/SMART Unit
165 Capitol Ave, 5th Floor East
Hartford, CT 06106

Confidential Fax: (860) 622-4921 (preferred method of submission)

OR

Email to DAS.HR.SMART@ct.gov, MUST include Farmland 11358 (last name) in subject line.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.