

### Class Concept

This is managerial, administrative, and technical work in directing a division or statewide program in the Department of Agriculture and Consumer Services. Employee plans, establishes, evaluates, and monitors division or program goals designed to meet departmental objectives in agri-business and regulatory consumer services. Work may include other related duties as assigned.

Program areas may include Agricultural Programs, Commodity Distribution, Agricultural Emergency Programs, and Standards.

### Recruitment Standards

#### Knowledge, Skills, and Abilities

##### Agricultural Programs

Knowledge of the agribusiness industry in North Carolina; considerable knowledge of the occupational field to which assigned; working knowledge of State and Federal regulatory and service programs in the area to which assigned; and basic knowledge of the programs and services of the Department of Agriculture and Consumer Services. Ability to plan and implement complex program plans; ability to promote the agriculture industry and products; ability to develop departmental positions on proposed rules of regulations impacting on the department or the agribusiness community; and the ability to establish and maintain effective working relationships.

##### Commodity Distribution

Thorough knowledge of modern methods of large-scale distribution, warehousing, and transportation of food commodities; and thorough knowledge of federal guidelines pertaining to the commodity distribution program. Ability to plan and direct the activities of statewide diversified programs; and the ability to establish and maintain effective working relationships with subordinate employees, groups and agencies affected by the programs.

##### Agricultural Emergency Programs

Considerable knowledge and understanding of the programs of emergency management practices at the state and federal levels; knowledge of fiscal management practices; and knowledge of the agricultural diversity across North Carolina. Ability to formulate and implement policy and budget procedures; and the ability to work with multiple government agencies involved in state and federal preparedness and response activities. Excellent oral and written communication skills and the ability to process information quickly and act decisively; skills in project management, program analysis, strategic planning, and cross functional team building; skills in monitoring events and safely implementing responses; skills in evaluating emergency response programs and identifying necessary changes; and strong personnel management skills.

##### Standards

Thorough knowledge of laws and regulations administered by the division. Working knowledge of the design and operation of weighing and measuring devices, laboratory tests used in the testing of petroleum products and the design and installation of liquified petroleum gas facilities and appliances. Working knowledge of the legislative budgetary processes involving programs directed. Ability to plan, organize, coordinate and direct the work of subordinates. Ability to establish and maintain effective working relationships with subordinates, regulated industries, public officials and the general public. Ability to plan, develop and implement large-scale regulatory programs. Ability to understand complex regulations and their application. Ability to investigate reports and render a clear and defensible position. Ability to communicate effectively both orally and in writing.

Minimum Education and Experience:

Agricultural Programs

Bachelor's degree in agriculture, business, or public administration and five years of administrative experience in agri-business or agricultural consumer services; or an equivalent combination of education and experience.

Commodity Distribution

Bachelor's degree in agriculture or business administration from an appropriately accredited institution and five years of administrative experience in agricultural operations; or an equivalent combination of education and experience.

Agricultural Emergency Programs

Bachelor's degree with a major in biological science, plant science, horticulture, or a related field and five years of experience in Government regulatory programs, emergency planning and response activities, or health planning, including three years of supervisory experience; or an equivalent combination of education and experience.

Standards

Bachelor's degree with a major in engineering, chemistry, physics or other closely related physical science and a minimum of five years progressive practical experience, which includes two years in a supervisory capacity; or an equivalent combination of education and experience.