

AGRICULTURAL ADVISOR

KIND OF WORK

The second of three classes in a class series in agricultural professional regulatory work or professional technical support work related to pesticides, fertilizer, noxious weeds, seed, commercial feed, food, meat or poultry.

NATURE AND PURPOSE

Under limited supervision by an Agricultural Consultant, Agricultural Unit Supervisor, Food Inspection Supervisor or higher level staff, performs a variety of scientific and/or law enforcement duties with a minimum of specific instruction and oversight. Incumbent is responsible for the implementation of specific position responsibilities and functions in assigned program work activities. Incumbent works with considerable latitude in performing difficult and complex assignments and responsibilities. Performs related work as required or requested.

DISTINGUISHING CHARACTERISTICS

Advisor: The incumbent makes decisions, conducts negotiations or training with local government representatives, plans field work, or plans and conducts investigations and interviews with limited oversight.

Consultant: The incumbent is generally a program lead worker or able to make decisions of considerable importance with a high degree of independence. Incumbents also may be required to represent the department and state on major policy issues and negotiations. Incumbents may need an exceptional mastery of a specific area to the extent that they provide advice and recommend policy directly to the division director and commissioner.

OPTIONS

All unlimited classified positions in this class must have options.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Conduct the more complex investigations and inspections; examine and analyze data; review records required to be maintained; develop public information literature and outreach/education systems; review labels for compliance to requirements.

Train others in proper sample collection of regulated products such as pesticide formulations, feed, seed, and fertilizer; and collection of environmental samples such as soil, water, surface, and biological tissue so that laboratory results will be accurate, verifiable and acceptable as documentary samples in court.

Review applications for certification, licensing, permitting, registration and enforcement exclusions or variances by judging available information and scientific data necessary and appropriate for decision making purposes.

Review regulatory training materials available, such as literature and academic or outside agency training courses designed to educate staff in human health and environmental protection and economic purchaser protection from improperly labeled or misused agricultural chemicals, animal feed or seed, so that such materials or courses utilized meet or exceed State of Minnesota or federal regulatory standards.

Initiate, develop, review and evaluate enforcement case files so that documents necessary to support proper administrative, civil or criminal enforcement actions are prepared and utilized to applicable statutory authority.

Recommend appropriate and necessary enforcement actions against responsible parties at assigned incident sites so that sites are remediated by responsible parties.

Participate in litigious activities at assigned sites and prepare documents so that the department's legal responsibilities are properly supported. Explain to regulated facility management the corrective measures necessary to come into compliance with law and rules.

With minimal supervision, inspect food processors, wholesalers, bakers and retailers in an assigned area to ensure that sanitation, food wholesomeness, labeling, food manufacturing and production facilities and temperatures meet state and federal laws, rules and regulations.

Conduct slaughter and meat processing inspections to ensure that the processing of meat is safe and sanitary and meets all laws, rules and regulations.

Conduct investigations involving food borne illness, chemical spills, storm damage, explosion, vehicle accidents, fire or flood to ensure that food continues to meet state and federal laws, rules and regulations including collection of product and environmental samples.

License new food handlers and ensure existing food handlers have a current and appropriate license. Monitor food handlers to ensure processing, packaging, labeling, handling, distributions, and sale will not create a public hazard, fraud or jeopardize the public health.

Examine food product labels for compliance to the Federal Fair Package and Labeling Act and NLEA.

Train and evaluates new Agricultural Specialists in food inspection techniques primarily through joint field inspections.

Issue an embargo and/or condemn unwholesome or adulterated food.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

Basic natural and applied sciences such as soil science, hydrology, botany, zoology, agronomy, chemistry, ecology, public and environmental health, toxicology, entomology, physics or similar sciences sufficient to administer a comprehensive regulatory program.

OR

Biological, chemical or physical sciences such as food, meat or animal science.

Acceptable methods of detecting and evaluating food, pesticide or animal drug contamination sufficient to administer a comprehensive regulatory program.

State and federal laws related to food, feed or the environment to determine if violations have occurred.

Skills:

Advanced investigational skills.

Ability to:

Plan and organize work assignments within a comprehensive regulatory program.

Plan and assign work of field and office specialists.

Establish and maintain effective working relationships and to speak effectively in public. Write clearly and effectively.

Lift 50 pounds.

SPECIAL WORKING CONDITIONS

Occasional proximity to hazardous agricultural chemicals or food borne pathogens and entry into private industry facilities.

Est.: 12/87

Rev.: 8/97, 9/10

TC: 9/89, 3/94

Former Title(s) : Pesticide Regulatory Advisor;
Agricultural Chemical Advisor