

**AGRICULTURAL COMMISSIONER****DEFINITION**

Under administrative direction, to administer the County Department of Agriculture; to direct enforcement of regulatory provisions of the State Agricultural Code; to promote and protect the agricultural industry in the County; and to do related work as required.

**EXAMPLES OF DUTIES**

1. Initiates, plans, organizes, and directs the County programs for the inspection, standardization, and quarantine of agricultural products and for the control and abatement of agricultural pests and noxious weeds
2. Formulates and directs the application of policies conforming with State agricultural rules and regulations
3. Attends local and statewide meetings and conferences to exchange information on the most effective means of agricultural enforcement programs and the improvement of agricultural conditions
4. Coordinates activities of the department with State and Federal officials, agricultural commissioners of other counties and heads of other county departments
5. Directs the preparation of periodic reports of the activities of the department and the conditions of agriculture in the County for the State and the Board of Supervisors
6. Interviews and hires new employees
7. Directs the preparation of the annual budget of the department
8. Administers the approved budget and controls expenditures.

**QUALIFICATIONS**

A combination of experience, education, and/or training which substantially demonstrates the following knowledge, skills and abilities:

**Knowledge and Skills:****Thorough knowledge of:**

1. The duties and responsibilities of the County Agricultural Commissioner's office
2. All pertinent State and Federal laws and regulations

**Skill and Ability to:**

1. Interpret all pertinent State and Federal laws and regulations to formulate a workable plan of enforcement
2. Direct the work of a staff engaged in agricultural inspection and enforcement work

3. Establish and maintain cooperative relationships with the public.

**REQUIRED CONDITIONS OF EMPLOYMENT**

As a condition of employment, the incumbent will be required to have:

License: Possession of a valid California State Certificate of Eligibility as a County Agricultural Commissioner.

**EXAMPLES OF EXPERIENCE/EDUCATION/TRAINING**

The knowledge, skills and abilities listed above may be acquired through various types of experience, education or training, typically:

Education:

Equivalent to graduation from an accredited four-year college or university with major work in agricultural or related subjects. (Additional qualifying experience may be substituted for two years of the required college education on a year-for-year basis.)

Experience:

Five years of progressively responsible experience in agricultural inspection and enforcement work.

**CLASS HISTORY**

Class Code: 11A02  
Established Date: October, 1969  
Revised Date:  
Former Title:

**CLASS DATA**

Job Group:  
EEO Category: E  
Work Comp. Code: 9410  
Bargaining/Employee Unit: Y  
FLSA: E  
MOCO OT: N

Prepared by:

Approved by:

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County Administrative Office

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Date

**NOTE: The Qualifications listed on this specification are currently under review and may be changed.**

**Consequently, they may not apply at this time. If you have any questions, please ask a member of the Human Resources staff.**