

MS Department of Agriculture and Commerce

Environmental Administrator I

Job Description

Position is a will and pleasure non-state service position.

Essential Functions:

- Administer all agency agricultural and environmental activities
- Serve as Commissioner's representative on numerous agricultural and environmental task forces, boards, committees, and commissions
- Review applicable research projects and provide technical and research design input; assist in a securing alternative funding sources and report findings
- Work with other state, federal and private entities to promote and develop alternative enterprises for farmers through sustainable uses of their land. This includes development and research for water and nutrient management
- Assist the various divisions in applying GIS system technology to better accomplish their duties
- Perform other duties as assigned
- Research and advise on agricultural and environmental policy issues

Detailed Duties:

1. Administer all agency agricultural and environmental activities to include: supervision of employees, review of state and federal law/regulation changes, draft official agency responses and comments relating to agricultural and environmental issues, interpret conservation title of Farm Bill, research and develop agency policy on agricultural and environmental issues, conduct public presentations to inform stakeholders of potentially beneficial or detrimental attributes of agricultural and environmental law/regulations changes.
2. Administer all agency alternative energy activities to include: supervision of employees, review of federal policy changes on alternative energy, interpret the energy title of the Farm Bill, interpret energy bill, explore alternative energy uses for Mississippi's agricultural and forestry corps and biomass, work with Mississippi Alternative Energy Enterprises to evaluate the potentials applicability of alternative energy technologies for Mississippi, conduct background research on projects requesting funding from LWT Board, remain knowledgeable as to potential funding sources and incentives to alternative energy.
3. Serve as Commissioner's representative on agricultural and other statewide task forces, boards, focus teams, working groups, committees and commissions. By virtue of being the state's agriculture agency, requests are made of the Commissioner to appoint an employee(s) to serve with other state and federal agencies on a diverse array of statewide agricultural, environmental and/or alternative energy initiatives. To serve on project review committees to evaluate and select environmental projects to receive state and federal grant funds.

4. To review applicable research projects and provide technical and research design input, assist in securing alternative funding sources, report findings to farmers through agency publications and public presentations
5. Work with other state, federal and private entities to promote and develop alternative enterprises for farmers through sustainable uses of their land. Work with farmers to design activities that will be compatible with their current or desired farming or land uses practices. This may include site visits, written plans and GIS mapping.
6. Assist the various divisions in applying GIS system technology to better accomplish their duties
7. Perform other duties as assigned