

## AGRONOMY DISTRICT COORDINATOR

### KIND OF WORK

Surveillance and inspection work for the regulation of weed, seed, feed, fertilizer, pesticides, and related programs within an assigned district of the State.

### NATURE AND PURPOSE

Employees in this class assure compliance with various laws relating to agricultural products used in crop and livestock production. Responsibilities include surveillance and inspection measures for regulations to govern manufacture, sale and distribution, transportation and handling, use and application, storage and disposal of fertilizers, pesticides, commercial feeds, and seeds. Additional duties include antifreeze and hazardous substances labeling, special surveys, and data collection. This employee must also guide the activities of County Agricultural Inspectors and other local officials in control of nonxious weeds, seed inspection, and pesticide investigation and inspection.

This position has authority for enforcement of regulations and to provide information through meetings and other services to industry and the public. Representing the public, this employee deals on a regular basis with County Officials, other State and Federal agencies, agricultural businesses, dealers, farmers, and the general public. Administrative and policy direction are received from the Director of Agronomy Services. Agronomy Services Supervisors provide supervision for specific program needs.

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

Performs routine surveillance and inspection duties in five division regulatory program areas.

Supports and obtains cooperation from County Agricultural Inspectors and Township/Municipal Weed Inspectors in noxious weed law enforcement, seed sampling, and in other required duties of those positions, including pesticide application equipment inspection.

Assists County Boards of Commissioners in selecting qualified personnel for County Agricultural Inspector positions.

Plans and conducts county meetings for Agronomy Services Regulatory programs.

Inspects feed manufacturing establishments, including a systematic sampling of products and distribution for laboratory analysis.

Cooperates with FDA and qualifies for FDA commissioning in medicated feed control programs.

Inspects and obtains samples from seed growers, processors, and distributors.

Cooperates with the USDA to enforce the Federal Seed Act.

Inspects fertilizer blending plants and obtains samples for laboratory analysis.

Conducts pesticide establishment and market place inspections, including systematic sampling, for laboratory analysis, of products in distribution.

Reviews Restricted Use Pesticide distribution records and Structural Pest Control Operators records.

Monitors pesticide applicator testing for licensing purposes.

Investigates consumer complaints in various areas of responsibilities.

Performs related work as required.

#### KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

##### Knowledge of:

Considerable knowledge of Minnesota Statutes and Rules relating to weed control, seeds, commercial feeds, fertilizers and pesticides.

Considerable knowledge of legal authorities and application of enforcement actions.

Considerable knowledge of requirements for legal evidence and case preparation.

Working knowledge of principles and procedures for commercial crop and livestock production.

Working knowledge of agribusinesses and practices for production and marketing of seed, fertilizer, feed, and pesticides.

Working knowledge of precautions and safety principles for handling and storage of pesticides, fertilizers, feeds and related commodities.

Working knowledge of identification and control of nonxious and economically important weeds in Minnesota.

Basic knowledge of commercial feed ingredients, including additives.

Basic knowledge of plant nutrients.

Basic knowledge of pesticide classifications, uses, and methods of application.

Ability to:

Ability to discuss legal responsibilities and obligations with individuals and groups and to secure cooperation for enforcement duties.

Ability to issue accurate and easily understood enforcement orders, in-structions and work reports.

Ability to plan, organize, and conduct public meetings.

Ability to describe crop damage in order to assist in determining the possibility of a violation of the Minnesota Pesticide Control Law.

Est.: 06/80

Rev.:

TC:

Former Title(s):