



NEW JERSEY DEPARTMENT OF AGRICULTURE  
200 RIVERVIEW PLAZA  
P.O. BOX 330  
TRENTON, NJ 08625-0862  
**NOTICE OF JOB VACANCY**



<b>TITLE:</b> Deputy Executive Director (unclassified title) (State Agriculture Development Committee)	<b>ANNOUNCEMENT #:</b> 25-25	<b>ISSUE DATE:</b> 8/04/2025 <b>CLOSING DATE:</b> 8/25/2025
<b>SALARY RANGE:</b> \$110,000.26-\$135,000.00	<input type="checkbox"/> DEPARTMENT WIDE	
<b>LOCATION:</b> State Agriculture Development Committee (SADC), Trenton, NJ	<input type="checkbox"/> STATEWIDE	
	<input checked="" type="checkbox"/> GENERAL PUBLIC	
<b>JOB DESCRIPTION</b>		
<p>Reporting to the Executive Director, the Deputy Executive Director plays a crucial role in enhancing the efficiency and effectiveness of the farmland preservation program. This involves contributing to the development of policies, procedures, and programs, and gaining a comprehensive understanding of SADC-related statutes and regulations.</p> <p>The Deputy Executive Director will oversee and guide the SADC's agricultural initiatives, including the beginning farmer program, ensuring alignment with the SADC's statutory obligations related to agricultural viability. They will provide direct support to the Executive Director in administrative processes, develop expertise in New Jersey real estate, and prepare detailed reports and correspondence.</p> <p>Additionally, this role requires representing the agency at public meetings and conferences, as well as building and maintaining positive relationships with various stakeholders, including county and municipal boards, preservation partners, farmland landowners, farmers, and agribusiness groups.</p> <p>The Deputy Executive Director will also be responsible for managing day-to-day operations, implementing legislative requirements, and serving as the second-in-command, ready to lead SADC meetings and handle business in the Executive Director's absence. They will engage with and resolve complex issues, identify recurring problems, and recommend policy or regulatory solutions.</p> <p>Furthermore, the Deputy Executive Director will assist in other SADC business areas, including Right to Farm, Agricultural Mediation, Deed of Easement compliance, Acquisition, Agricultural Development, Stewardship, Communications, and Personnel, performing additional related duties as needed.</p>		
<b>REQUIREMENTS</b>		
<p><b>EDUCATION:</b> Graduation from an accredited college or university with a Bachelor's degree.</p> <p><b>NOTE:</b> Applicants who do not possess the required education may substitute additional experience as indicated on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.</p> <p><b>EXPERIENCE:</b> Six (6) years of managerial experience in public administration.</p> <p><b>PREFERENCE:</b> The ideal candidate will have a minimum of seven years of experience in managing or overseeing programs or organizations focused on land conservation and/or farm viability. Proven leadership and supervisory experience are essential, along with professional experience within nonprofit or governmental organizations dedicated to land conservation.</p> <p><b>FOREIGN DEGREES:</b> Degrees and transcripts issued by a college or university outside of the United States must be evaluated by a reputable evaluation service at your expense. The evaluation must be included with your submission. Failure to submit the required evaluation may result in an ineligibility determination.</p> <p><b>LICENSE:</b> The appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.</p> <p><b>AUTHORIZATION TO WORK:</b> Selected candidates must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship, and Immigration Services regulations.</p> <p><b>NOTE:</b> The State of New Jersey does not provide sponsorships for permanent residency to the United States or work visa</p>		
<b>IMPORTANT NOTICE</b>		
<p>Effective September 1, 2011, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency unless an exemption is obtained. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.</p>		
<b>ELECTRONIC FILING INSTRUCTIONS</b>		
<p>Interested applicants must email a cover letter, including the announcement number, resume, and transcripts by the closing date of this Notice of Job Vacancy to <a href="mailto:njdajobs@ag.nj.gov">njdajobs@ag.nj.gov</a>.</p>		
<b>SAME PROGRAM INFORMATION</b>		
<p>SAME APPLICANTS: If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted to <a href="mailto:njdajobs@ag.nj.gov">njdajobs@ag.nj.gov</a> along with your resume, cover letter, announcement number, and transcript (if position has a degree requirement) by the closing date indicated above. For more information on the SAME Program visit their Website at: <a href="https://nj.gov/csc/same/overview/index.shtml">https://nj.gov/csc/same/overview/index.shtml</a>, email: <a href="mailto:CSC-SAME@csc.nj.gov">CSC-SAME@csc.nj.gov</a>, or call CSC at (609) 292-4144, option 3.</p>		
<b>BENEFIT(S)*</b>		
<p>*Pursuant to the State/Department's policy, procedures and/or guidelines.</p>		

Statewide benefits include: Deferred Compensation Health and Life Insurance Flexible and Health Savings Accounts (FSA) (HSA) Alternate Work Week available for some positions	Paid Time Off State Holidays Up to \$250 in rewards for Wellness Program Telework available for some positions
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**The New Jersey Department of Agriculture is an Equal Employment Opportunity Employer**