



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

AGRICULTURAL CNSRVTN EASEMENT SPCLST

Job Number: 20001608
Job Code: 83200V151201
Job Group: 8300 - PROPERTY
Job Established: 02/16/2002
Job Revised: 12/01/2015

Grade: 15	Salary (MIN - MID):	Special Entrance Rate:
	\$19,882-\$26,339 - Hourly	NONE
	\$3,230.84-\$4,280.10 - 37.5 Hr. Monthly Salary	NONE
	\$3,446.22-\$4,565.44 - 40 Hr. Monthly Salary	NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Pursuant to KRS 262, performs work in the acquisition of multiple agricultural conservation easements, a majority of which exceeds \$100,000 in value. Responsible for the contracting of such services as appraisals, land surveys, and/or legal services. Assists local governments with purchase of development rights programs. Negotiates with landowners and/or financial institutions to create conservation easements or subordination agreements; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

Graduate of college or university with a bachelor's degree in agriculture, public or business administration, management, real estate or a related field.

EXPERIENCE:

Must have three years of professional experience in property analysis/evaluation.

Substitute EDUCATION for EXPERIENCE:

NONE

Substitute EXPERIENCE for EDUCATION:

Additional experience in property analysis/evaluation or a related field will substitute for the required college on a year-for-year basis.

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

NONE

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Acquires agricultural conservation easements by negotiating and communicating with landowners throughout the Commonwealth as to the price and terms of such agreements. Contracts for services, such as appraisals, land surveys and legal services. Drafts conservation easement agreements and subordination agreements with landowners and lenders as required. Travel to county courthouses to record easement agreements. Prepares technical correspondence, documentation, records and reports. Performs annual monitoring of properties in the Purchase Agricultural Conservation Easement (PACE) program. Maintains database on acquired and offered properties including monitoring results. May testify in court proceedings regarding violations of conservation easement agreements. Provides complex, technical advice and assistance to local governments. Meets with and responds to inquiries from news media and legislative committees. Makes presentations to boards and committees.

UNIQUE PHYSICAL REQUIREMENTS:

While visiting remote sites, may be required to bend, stoop, crawl and climb fences and hills.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Travel to visit agricultural property sites.

ADDITIONAL REQUIREMENTS:

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.