



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



NOTICE OF JOB VACANCY

TITLE: TES Legal Services (Part-Time Rule Writing & Processing)	ANNOUNCEMENT #: 77-24	ISSUE DATE: 12/16/24 CLOSING DATE: 01/28/25 AMENDED
SALARY RANGE: \$40 - \$60 per hour (Flexible hourly position, employment limited to 944 hours in a fiscal year)		<input type="checkbox"/> DEPARTMENT WIDE <input type="checkbox"/> STATEWIDE <input checked="" type="checkbox"/> GENERAL PUBLIC
LOCATION: State Agriculture Development Committee (SADC), Trenton, NJ		

JOB DESCRIPTION

As directed by the SADC Chief of Legal Affairs or Supervising Legal Specialist, researches and drafts proposed regulations and amendments to regulations in accordance with the policy objectives of the SADC and related to the Farmland Preservation Program, Right to Farm Program, and Transfer of Development Rights Program; conducts legal research and drafts publications, guidance documents, fact sheets, presentations and reports related to new or modified regulations; works collaboratively with SADC staff, preservation partners and the public; assists with planning and participating in conferences, public hearings, listening sessions, and other public events; coordinates, as necessary, with other local, state, and federal agencies, SADC preservation partners, and the agricultural community, in the execution of the above duties.

REQUIREMENTS

EDUCATION: Graduation from an accredited law school with a Juris Doctor (J.D.) or a Bachelor of Laws (LL.B.) degree OR graduation from an accredited college or university with a Bachelor's degree.

EXPERIENCE: Three (3) years of experience involving legal or legislative research, drafting rules, regulations, or amendments, and/or interpreting statutes.

NOTE: Appointees currently matriculating in an accredited law school as an LL. B or J.D. candidate may substitute such enrollment for the three (3) years of required experience on a year-for-year basis.

PREFERENCE: Preference will be given to applicants with a J.D.; three (3) years of experience involving legal or legislative research, drafting of rules, regulations, or amendments, and/or the interpretation of statutes; strong knowledge of, commitment to, and experience in real estate, land conservation and/or farmland preservation; exceptional writing skills; and experience analyzing complex policy and legal problems and recommending and implementing effective solutions.

FOREIGN DEGREES: Degrees and/or transcripts issued by a college or university outside of the United States must be evaluated by a reputable evaluation service at your expense. This evaluation must be included with your submission and failure to submit the required evaluation may result in an ineligibility determination.

AUTHORIZATION TO WORK: 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.

NOTE: The State of New Jersey does not provide sponsorships for permanent residency to the United States or work visa.

IMPORTANT NOTICE

Effective September 1, 2011, NJ PL 70 (NJ First Act), requires all State employees must 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 seven 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.

ELECTRONIC FILING INSTRUCTIONS

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 njdajobs@ag.nj.gov.

SAME PROGRAM INFORMATION

SAME APPLICANTS: If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted to njdajobs@ag.nj.gov 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: <https://nj.gov/csc/same/overview/index.shtml>, email: CSC-SAME@csc.nj.gov, or call CSC at (609) 292-4144, option 3.

The New Jersey Department of Agriculture is an Equal Employment Opportunity Employer