



<http://www.maine.gov/dacf>

Public Service	Career Diversity
Retirement	Promotional Opportunities
Benefits	Over 10,000 Employees
Paid Holidays	Statewide Locations
Training	Seasonal Jobs
Full Time	Part Time

APPLICATION INFORMATION:

HOW TO APPLY: Interested candidates need to complete an online application along with a detailed resume and cover letter @

<http://www.maine.gov/nrsc/jobs/index.shtml#acf>

APPLICATIONS MUST BE RECEIVED BY:
August 14, 2020

BENEFITS:

Value of State's share of Employee's

Retirement: 14.11% of pay, **Employee Pays:** 7.65% of pay

Value of State-paid Dental Insurance: \$14.60 biweekly

Value of State-paid Health Insurance*:

Level 1: 100% State Contribution = \$470.99 biweekly (employee pays nothing)

Level 2: 95% State Contribution = \$447.44 biweekly (Employee pays: 5%)

Level 3: 90% State Contribution = \$423.89 biweekly (Employee pays: 10%)

Level 4: 85% State Contribution = \$400.34 biweekly (Employee pays: 15%)

*The level of actual value of state paid Health Insurance will be based on employee's wage rate and status with regard to the health credit premium program as of July 1, 2020.

Direct Hire Career Opportunity Bulletin

DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY

State House Station #28, Augusta, ME 04333

*Offices Located at Harlow, Williams Pavilion and Deering Buildings - AMHI Complex, Augusta

Planning and Research Associate I Acting Capacity

Opening Date: August 3, 2020	Closing Date: August 14, 2020
Location: Augusta	Position #: 00500-0948T
Position Type: Ltd Period FT	Class Code: 0039
Grade/Salary: 20 \$17.11 - \$23.05/hr	

The Department of Agriculture, Conservation & Forestry has an acting capacity limited period full time position as a Planning and Research Associate I in the Emergency Food Assistance Program.

BRIEF JOB DESCRIPTION: This Limited Period Full Time position assists the Emergency Food Assistance Director in the ordering, receiving, shipping and distribution of USDA foods and other commodities to emergency feeding organizations and distributing agencies of the state. The position will manage inventory, make statewide deliveries, manage onsite distribution, and assist in compiling data used to track program parameters and to evaluate and project the program needs.

The DACF Emergency Food Assistance Program is responsible for the distribution of USDA foods through two federal programs, implementation of the State's Hunters for the Hungry Program, and assisting with the receipt and distribution of any other donated items. We may also be called to provide food assistance in emergencies and natural disasters, volunteer management, and internal and external customer service.

Tasks include:

- Ability to communicate with the public
- Maintaining relationships with emergency feeding organizations USDA/FNS, contractors, and other departments.
- Driving delivery vehicles, forklift operation, and manual lifting.
- Conducting physical inventory assessments and reporting.
- Occasional statewide travel.
- Other tasks as assigned.

MINIMUM QUALIFICATIONS: A six (6) year combination of education, training, and/or experience providing a knowledge of the principles of research and planning.