

Commonwealth of Pennsylvania, Department of Agriculture
Farm Show Complex and Expo Center

The Pennsylvania Department of Agriculture (PDA) has an opening for an Administrative Officer at the Farm Show Complex and Expo Center (salary range: \$45,066 – 68,519) located in Harrisburg, PA. This manager is the Chief for the Show Management Division and responsible for managing all aspects of show coordination, promotion and execution of state-sponsored events, agriculture and non-agriculture events, and equine events at the complex. Additionally the position is responsible for meeting with key promoters, association leaders, and contacts to develop contracts, show programs and schedules; establishing and coordinating premiums to be awarded and exhibitor fees, marketing plans, developing relationships with industry leaders, etc.

Applicants must apply by going to the Bureau of State Employment website www.employment.pa.gov “Job Opportunities” and apply to the Farm Show Administrative Officer link no later than November 30, 2015. A detailed description of duties and additional details are available at www.agriculture.state.pa.us (About PDA – Employment Opportunities).

Questions regarding this position can be directed to Cathy Smith at catsmith@pa.gov or 717-787-1065.

PA Department of Agriculture is proud to be an Equal Opportunity Employer supporting workforce diversity

This position in light of the hiring freeze is exempt due to it being a revenue generating position