



National Livestock Producers Association

**JOB DESCRIPTION & CANDIDATE
PROFILE FOR THE POSITION OF:**

CHIEF EXECUTIVE OFFICER

Job Position Title	President and Chief Executive Officer
Organization	National Livestock Producers Association
Overview of Organization	<p>The National Livestock Producers Association (NLPA), formed in 1921, is the national association of livestock marketing cooperatives and their captive livestock credit corporations. NLPA is organized as a tax-exempt 501(c)(5) agricultural organization and serves its members in various ways including business support, representation, employee development, and management of similar livestock organizations.</p> <p>NLPA, on a contract basis, provides management and support services to two other livestock organizations as well as a subsidiary lending entity in the sheep and goat industries. The contracts specify the services provided; however the NLPA staff is viewed by the other organizations as their staff as well. Each of the organizations are completely segregated in relation to finance, boards of directors, and leadership,</p> <p>Annually within NLPA and its contracted organizations the staff is responsible for organizing at least 10 conferences and/or meetings (both within the U.S. and internationally) including all event planning, resource development, promotion, facilitation, and reporting.</p>
Reports To	NLPA Executive Committee and Board of Directors
Direct Reports/Supervises	Chief Financial Officer, Operations Manager, Director of Development, and Communications Manager
Exemption Status	Exempt
Job Summary	A strategic leadership position responsible for driving, directing, and managing all aspects of the organizational affairs of NLPA with responsibility to both the NLPA members and the leaders and members of the organizations for which NLPA provides services. Lead and manage NLPA strategy and operations. Work collaboratively and transparently with the Board to ensure the delivery of short-term objectives and the long-term vision. Oversees organizational strategy, industry trends and opportunities, board relations, administration, operations, financial and legal matters, and communications.
Core Competencies	A gifted communicator, energetic self-starter and motivational/inspirational leader with an exceptional ability to articulate a clear vision for a diverse organization, build consensus, collaborate and drive toward a common vision. Strong ability to organize, prioritize, assess, encourage and mentor teams to achieve excellent outcomes that meet or exceed short-term accountability goals while maintaining a strategic eye for long-term progression.
Education, Certifications, Experience	<ul style="list-style-type: none"> • Bachelor's Degree required. • Graduate degree such as a MBA or advanced managerial or administrative training preferred. • Preference for 10+ years' progressive management, operations, and administrative leadership experience. • Leadership experience with a non-profit, government, or NGO desirable. • Strong working knowledge of budgeting and finance. • Expert understanding of livestock industry strongly preferred, knowledge of livestock marketing, livestock care, and credit and financing preferred. • Solid understanding and/or experience working within a tax-exempt organization.

Business Skills	<ul style="list-style-type: none"> • Leadership, able to develop, execute, and focus team on goals/objectives. • Exemplary strategic, analytical, critical thinking, decision making, and problem-solving skills. • Exceptional communication and consensus-building skills. • Systematic thinker and a strong commitment to continual improvement. • Business savvy professional with expertise in management, finance, operations and administration. • Consistently display integrity, develop people and build teams while dealing with demanding, challenging, and sensitive situations. • Demonstrate outstanding leadership acumen and grace under pressure to manage expectations of multiple audiences and frequent change. • Motivate, influence, and enable others towards action and quality production.
Attributes	<ul style="list-style-type: none"> • Challenging position requiring level-headed composure; ability to manage details, complex concepts and problems, balance multiple tasks simultaneously and make rapid yet well- analyzed decisions regarding administrative and project issues. • Ability to travel up to 40% of time.
PROFESSIONAL SKILLS	
Strategy and Leadership	<ul style="list-style-type: none"> • Participate with officers, executive committees and Boards in defining organizations' short- and long-term goals in alignment with organizations' values, mission and vision. • Communicate strategic vision and guidance to organizations' volunteer leadership with regards to organizations' role within the livestock industry. • Provide motivation, support and necessary resources for the volunteer leaders to administrate organizations' operations effectively. • Serve as staff administrator for NLPA's contracted organizations. • Strategize and direct organizations' communication with its various constituencies. • Administrate NLPA's contracts, agreements and vendor relationships. • Monitor and manage legal and regulatory compliance and filings.
Communication & Community Relations	<ul style="list-style-type: none"> • Exhibit excellent internal/external relationship-building skills to establish, build and maintain strong, positive relationships with NLPA's stakeholders including: <ul style="list-style-type: none"> ○ The Officers, Executive Committee & Board ○ Contracted organizations ○ Livestock Industry Trade Associations and other agricultural and industry stakeholders • Communicate openly and transparently about operations with the Officers, Executive Committee & Board. • Represent NLPA and the contracted organizations in an exemplary way at all times, to all constituencies. • Serve as spokesperson for NLPA, assuring proper representation of NLPA to the stakeholders and community through small and large group presentations. • Demonstrate outstanding public speaking, teambuilding, motivation, and encouragement skills in support of the livestock industry.

Operations and Administration	<ul style="list-style-type: none"> • Create a strong organizational culture that values openness, respect, and fair treatment and results in positive employee and volunteer morale. • In concert with NLPA's CFO, direct, develop and manage NLPA's annual operating budget. • Supervise the administration of NLPA's employee compensation programs including salary, wage and benefits. • Direct the hiring, training, motivation and supervision of staff.
BEHAVIORAL SKILLS	
Communication Pressure Player Strategic Results Focused Personable	<ul style="list-style-type: none"> • Clear, informative, and influential communicator (verbal and written). Ability to communicate effectively with internal/external stakeholders. Emphasis on listening well, conveying the "right message", ensuring a positive & friendly environment with a "can do" attitude. • Ability to manage challenges appropriately and accomplish agenda quickly and accurately. • Design and plan actions to achieve overall aims and interests for a clear tactical advantage. • Driven toward attaining organizational goals and objectives. • Establish, build, and cultivate lasting business relationships with stakeholders and investors.
OTHER	
Location	The position is located in Colorado Springs, Colorado.
Disclosure	The National Livestock Producers Association does not discriminate against any employee or applicant for employment because of race, color, religion, gender, national origin, age or disability. NLPA fully complies with any and all applicable U.S. Federal, State and local equal employment opportunity laws, ordinances, and regulations, including, but not limited to, Title VII of the Civil Rights Act of 1964; the Americans with Disabilities Act of 1990; the Age Discrimination in Employment Act 1967; and the Equal Pay Act of 1963.
How to Apply	The firm of MJM Global Search will be managing this search. To express your interest in this role, please contact jim@mjmglobalsearch.com or call 303-660-0766 All inquiries and discussions will be considered strictly confidential.