



EXECUTIVE DIRECTOR POSITION ANNOUNCEMENT

BACKGROUND

The California Wheat Commission (CWC) is seeking a new Executive Director. The CWC was established in 1983, expressly to support research that improves California wheat quality and marketability and to develop and maintain domestic and international markets for California wheat. The CWC operates under the California Food and Agriculture Code, is funded by wheat growers and is guided by a board comprised of growers, grain handlers and public members.

POSITION TITLE: Executive Director – California Wheat Commission

Other Titles: Executive Director – California Grain Foundation (reporting to the California Grain Foundation Board of Directors)

REPORTS TO: California Wheat Commission Board of Directors. At-will position; serves at the pleasure of the Board.

BASED IN: CWC Office in Woodland, CA; some travel required.

MAJOR AREA OF RESPONSIBILITY: The Executive Director is the California Wheat Commission's Chief Executive Officer, business manager, information liaison, and advisor. The Executive Director implements and continuously evaluates the policies, activities and legislative intent of the California Wheat Commission. The Executive Director has the primary and shared responsibility for areas such as strategy development and execution, management, product and program development, distribution channel development, public relations, marketing communication, market research and constituent service. The Executive Director is the principal representative in all matters of the California Wheat Commission.

QUALIFICATIONS: We are looking for an energetic person with a track record of association and board management. Minimum of Bachelor's degree required. Five-seven years' experience in the following areas: management of a board and organization, public speaking, budget preparation and implementation, accounting, staff oversight and management. Demonstrated skills in marketing, research and public relations. Ability to be successful working flexibly in a fast-paced, complex domestic and international marketing environment. Demonstrated skill in written and oral communication with private industry, government agencies and international clientele. Skill in building highly motivated, service based staff. Agriculture background preferred.

SALARY: This position offers a comprehensive salary and benefits package, commensurate with experience. References will be required.

SPECIAL CONDITIONS OF EMPLOYMENT: Applicants will be subject to a background check. Non-smoking work environment. Valid California driver's license required.

APPLICATION PROCESS: Qualified and interested applicants should submit a resume and cover letter to info@californiawheat.org. Include names and contact information for four references.

Opened until filled.

The CWC is fully committed to the goal of equal opportunity in employment for all employees and applicants regardless of race, creed, religion, color, national origin, ancestry, physical disability, mental disability, medical condition, veteran status, marital status, sex, age, sexual orientation, gender identity expression, or any other basis protected by federal, state, or local law, ordinance, or regulation.