Executive Vice President - Beet Sugar Development Foundation - Job Description

Summary of Position:
Reporting to the Board of Directors of the Beet Sugar Development Foundation, this position promotes the efforts of the foundation ensuring sustainability for sugar beet growers and processors. It supports the increase of scientific knowledge in the industry and policy environment and foments best practices throughout the sugarbeet community.

Essential Job Duties:
➢ As Executive Vice President (EVP) of the Beet Sugar Development Foundation (BSDF) and the Secretary/Treasurer of the BSDF, leads all aspects of the organization.
➢ Serves as the EVP of the American Society of Sugar Beet Technologists (ASSBT), Managing Editor of the Journal of Sugar Beet Research (JSBR), Member of the ASSBT Board of Directors and is responsible for overseeing the organization and conducting the Biennial meeting of the ASSBT. Attends the biennial meetings of the International Institute of Sugar Beet Research (IIRB) and European Society for Sugar Technology (ESST).
➢ Supervises all employees of the BSDF.
➢ Interacts with the BOD, the Beet Sugar Industry, the Agricultural and Food Industry, the Academic and Business entities involved in Beet Sugar production and the Political groups which have governance over Agriculture, Environment and other aspects of the Beet Sugar Industry. Also interacts with European Beet Sugar Associations, including the IIRB and the ESST. Other related international associations include Sugar Processing Research Institute (SPRI) and Sugar Industry Technologists (SIT). Work closely with the scientific community both in Agriculture and Processing and with other related scientific organizations.
➢ Organizes two BOD meetings annually, one in November, which is the Annual Budget preparation meeting and the other within 90 days of the first of the year, which includes the Annual Members Meeting and the BOD meeting.
➢ Oversees the preparation and approves the draft of the annual operations budget for the BSDF. This includes the annual operating budget along with the submitted research project proposals for both Agriculture and Operations.
➢ Prepares a monthly report of the operations and activities of the BSDF for the BOD. Provide notices and information to the BOD as needed.
➢ Responsible for soliciting financial support to fund various research projects, and compiling information for such projects, including delegation and distribution.
➢ Oversees the McGinnis Institute of Beet Sugar Technology (MIBST). This includes the Process Schools, Beet End and Sugar End and the Agriculture School. The Director of the MIBST is the immediate supervisor of the Beet End and Sugar End schools. The EVP is responsible for the Agriculture School. Each of these schools is held annually.
➢ Other duties as needed or required.

Qualifications and Desirable Attributes:
➢ Ten (10) years of experience working in Agriculture or the processing of agricultural crops
➢ Masters or PhD in Agriculture, Engineering or Business field preferred
➢ Ability to build consensus around complex issues
➢ Excellent communication skills, both written and oral, with understanding of social media
➢ Excellent presentation skills in both one on one and large group scenarios
➢ Business and financial acumen with entrepreneurial-like vision
➢ Ability to lead situations involving ambiguity and/or high pressure
➢ Ability to travel as needed
➢ Knowledge of Association management is helpful
➢ Experience working with governmental agencies, such as USDA-ARS, is helpful
➢ Must pass background check process