



General Manager- Alberta Beef Producers

Position Summary

If you are passionate about leading a fast-paced provincial organization, we have an excellent opportunity for you! Alberta Beef Producers is looking for an experienced General Manager to lead their team. Reporting to the Chair of the Board, you will manage staff and work closely with the Board of Directors and Sub-Committees. The ideal candidate will be someone within the farming, food production, or ranching/ cattle community that has previous experience executing a strategic plan and knows how to motivate and hold staff accountable. This opportunity requires an excellent communicator and is well versed with all aspects of human resources and financial management.

The General Manager is a key leadership position for Alberta Beef Producers (ABP). Under the direction and guidelines set by the Board of Directors, the GM is responsible for the implementation of Board Policies and is accountable for all organizational performance; this includes development and oversight of operational committees, along with building and expanding positive relationships with government committees, officials, partner organizations, and beef producers.

The Board delegates to the General Manager the responsibilities of managing the day-to-day operations of the organization including managing services, employees, and finances. The General Manager role includes providing support to the Board of Directors and leadership to staff. Superior management and communication skills will be necessary along with a strong ability of supporting all our producers in the industry.

About the Company

Alberta Beef Producers (ABP) is a grassroots producer organization representing the unified voice of over 18,000 cattle and beef producers in Alberta. ABP is a democratic representative organization of producers, run by producers, working on behalf of producers to make the cattle and beef industry more sustainable and competitive. ABP addresses issues related to animal production, food safety, animal care, government policy, environmental stewardship, communications, marketing, and education. Our vision is to be a strong and clear voice for cattle and beef producers contributing to a vigorous and profitable beef industry. Our mission is to strengthen the sustainability and competitiveness of the beef industry for the benefit of beef producers in Alberta.

Essential Duties and Responsibilities:

Board of Directors and Governance

- Identify, support, and be held accountable to the Board of Directors in meetings with government officials, partner organizations, public organizations, and other industry organizations.
- Provide advice to the Board of Directors on the identification of issues of importance to the cattle and beef industry in Alberta and appropriate strategies for addressing these issues.
- Develop and implement strategic plans that meet business goals and objectives in partnership with the Board of Directors.
- Provide regular reports to the Board of Directors on ABP operations to keep Directors informed about ABP activities.
- Develop and implement strategies aimed at promoting the organization's mission and objectives.
- Coordinate the orientation, training, and development of delegates and directors.
- Support the Governance Committee in establishing appropriate governance and behavior policies for delegates and directors.

Leadership of Staff

- Responsible for the recruitment, training, development, and coaching of the staff members required to ensure the successful operations of ABP.
- Create a culture of transparency and communication throughout the organization.
- Ensure that staff members work effectively and cohesively as a team to meet the objectives of ABP and the cattle and beef industry.
- Ensure that ABP has appropriate compensation, benefits, and training programs to support retention of valuable staff members.

ABP Planning and Priorities

- Creating complete business plans for the attainment of goals and objectives set by the Board of Directors.
- Ensure that the Board of Directors is aware of current and future issues and trends that could affect the cattle and beef industry.
- Provide advice to the Board of Directors on analysis of important issues, setting priorities for policies and actions, and the development of strategic plans for ABP.
- Ensure that ABP long-term goals and annual objectives will meet the requirements of the cattle and beef industry and the producers in Alberta.
- Oversee the preparation of the ABP Strategic Plan and the framework for measurement of progress in the implementation of this plan.

Administration and Financial Management

- Ensure that ABP meets its mandate and regulatory obligations under the *Marketing of Agricultural Products Act*, the ABP regulations, and by-laws.
- Ensure that appropriate financial processes and controls are in place for responsible management of producer funds.
- Ensure that ABP has robust and effective revenue collection, expenditure allocation, and service charge refund processes.
- Lead and oversee the development of ABP budgets that reflect the fiscal situation of the organization and the priorities established in the strategic plan.
- Ensure that the Board of Directors understands the financial status of ABP and is aware of any significant financial pressures that may be coming.

ABP Relationships and Presence

- Take a leadership role in relationships, communications, and media activities.
- Provide guidance and oversight to the Board of Directors and staff in the development of relationships between ABP and key government representatives to advance our government relations priorities.
- Ensure commitment to and compliance with all applicable laws and regulations across the organization.
- Lead and oversee the relationships ABP establishes with provincial and national partner organizations in the cattle and beef industry.
- Ensure that ABP establishes and maintains productive relationships with other industry organizations and important non-governmental organizations.
- Ensure that ABP has strong and effective communications with the cattle and beef producers in Alberta, consumers, and the public.

Qualifications:

- Bachelor or graduate degree in agriculture, business, or a related field is preferred.
- 5 years experience in the agriculture industry with a thorough understanding of the cattle and beef industry.
- Experience working under a board structure.
- Preferred experience working with livestock producers and familiarity with livestock organizations.
- Previous working knowledge of leading a not for profit organization would be an asset.
- Solid understanding of business principles and practices including financial management and human resources.
- Broad knowledge of policy development, strategic planning, and strategic leadership.
- Strong understanding of government legislative, regulatory, and policy processes.
- In-depth knowledge and best practices in management and governance.
- Exceptional aptitude for verbal and written communication, presentation, and staff relationship development.

- Strong interpersonal skills and the ability to work effectively with producers, staff members, delegates, and directors.
- Proven ability to anticipate challenges, analyse possible solutions, and identify strategic actions.
- Strong project management and problem-solving skills supported by sound judgement.
- Ability to build strong relationships and partnerships with government officials and industry partners.
- Ability to build, lead, and support effective teams that are collaborative and innovative.

To find out more about this amazing opportunity please email dhenry@richardsonsearch.ca or Joleen.droste@richardsonsearch.ca, or contact us by phone at 403-718-5098. We thank all applicants for their interest, however only qualified candidates will be contacted for an interview.