



### **Executive Director**

Agri-Futures NS – Bible Hill, NS

Full-time

**Organization Profile:** Agri-Futures Nova Scotia, a not-for-profit association, is located in Bible Hill, Nova Scotia. Since 1997, Agri-Futures Nova Scotia has been working to support and encourage research and innovation dedicated to increasing competitiveness and profitability within NS's agricultural sector. The Association is governed and led by a 10 member Board of Directors, all farmers with extensive industry experience. The Board is seeking a dynamic and innovative professional to become our new Executive Director, to lead Agri-Futures through the development and implementation of a comprehensive food system plan for Nova Scotia.

**Job Description:** The Executive Director is responsible for managing the mandate of Agri-Futures Nova Scotia. This senior staff position supports the organization with leadership, strategic planning, problem solving, and development of new initiatives, project management, budgeting, facility management, and human resource management. The Executive Director reports to the Board of Directors.

The primary responsibilities of the Executive Director include:

- Creating and managing successful projects, programs, and/or initiatives which includes GROW Nova Scotia- a new 10 year Food system plan for Nova Scotia;
- Enhancing the organization's leadership role within the agriculture sector;
- Clearly communicating GROW Nova Scotia's vision and deliverables to the membership, farmers, industry, government, and consumers- this includes representing Agri-Futures at tradeshow and events;
- Providing vision and leadership, for the strategic direction of Agri-Futures on behalf of the its members
- Organizing meetings and preparing documents for the Board of Directors;
- In conjunction with the Board of Directors, to maintain the fiscal integrity of Agri-Futures Nova Scotia.

### **Qualifications**

#### **Education**

- University degree (agriculture and/ or business is preferred)
- PMP or P Ag designation considered an asset

#### **Knowledge, skills and abilities**

- Strong leadership, organization and management skills
- Strong interpersonal skills, including conflict resolution
- Strong communication skills
- Knowledge of the agricultural industry with the ability to network with a broad range of stakeholders

- Knowledge of financial management
- Ability to think critically and independently
- Proficient in the use of computer technologies

**Experience:** 5 or more years of work experience within the agriculture industry and management experience in the non-profit sector is considered an asset.

**Personal characteristics** - approachable, flexible, ethical, innovative, reliable, collaborative, compassionate, and enthusiastic.

Start Date is projected to be mid-July 2017. Salary commensurate with experience, qualifications and ability. Health, dental and vision benefits package available. One year term contract.

If you are interested in this opportunity, please forward your application package to the Board Chair at [admin@agri-futures.ns.ca](mailto:admin@agri-futures.ns.ca) or by applying online on or before **Wednesday, May 31, 2017**.

The package should include:

- Cover letter
- Resume
- The names and contact information of three (3) references

Only those applicants selected for an interview will be contacted. Thank you for your interest!