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U.S. CattleTrace seeks an Executive Director and Program Manager

MANHATTAN, Kan. – As U.S. CattleTrace (USCT) transitions from a pilot project to a fully operational business, the organization is expanding. Specifically, USCT is seeking two industry professionals who are passionate about the cattle industry and disease traceability to serve as the executive director and the program manager.

USCT is a private, not-for-profit corporation that was established in 2018 as CattleTrace, Inc. to develop and implement a viable end-to-end cattle disease traceability system, which began as a Kansas-based disease traceability pilot project. In January 2020, state cattlemen's organizations from major beef producing regions announced a partnership to form U.S. CattleTrace. USCT is led by a 9-member board of directors representing multiple industry sectors and partner states.

The USCT mission is to develop and manage a nationally significant, robust and globally accepted *voluntary* animal disease traceability system for all cattle entering commerce. This will be accomplished with an industry-led, sustainable, non-profit private enterprise in order to protect the nation's cattle herd and the U.S. share of the protein market with as little disruption to day-to-day operations as possible.

The USCT Board of Directors seeks an experienced professional with livestock industry expertise and strategic program management to serve as **Executive Director** and lead USCT in coordination with the U.S. CattleTrace Board and the Industry Advisory Council. An entrepreneurial mindset, proven ability to manage complex projects, outstanding communication skills and partnership development experience are required. A background in fundraising, budgeting, and board management is preferred. An ideal candidate will have a bachelor's degree in a related area of study.

In addition, the USCT Board of Directors seeks an early career professional with livestock industry experience and exceptional communication skills to serve as a **Program Manager**. An outgoing personality, attention to detail, and strong interpersonal skills are required. Proficiency in Microsoft Office applications is required and proficiency in InDesign or other design software is preferred. A bachelor's degree in a related area of study is also preferred.

The **USCT staff** will be responsible for all aspects of program implementation, including organizational management, administration, fundraising, financial management,

communications, database management, and industry partnership development. Specific responsibilities will be assigned by the Board chairman and the newly hired executive director based on individual strengths and experience.

Both positions are **full-time** and based at the USCT office in Manhattan, Kansas. Both positions will require travel and engagement in producer activities on weekends and evenings as needed.

To be considered, a resume, cover letter and list of references should be sent to U.S. CattleTrace at careers@uscattletrace.org by the priority deadline of April 1 or until the positions are filled.

Full job descriptions can be found on the website under the News section at <https://www.uscattletrace.org/blog>.

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