

Director of Education

Estimated Breakdown of Staff Time:

85 % Ohio Beef Council
15 % Ohio Cattlemen's Association

Send Cover Letter & Resume to:

Elizabeth Harsh, Executive Director
Ohio Beef Council
10600 U.S. Highway 42
Marysville, Ohio 43040
614-873-6736 eharsh@ohiobeef.org

Requirements:

To effectively handle the position, the individual needs a B.S. degree. Related work experience is not required but preferred. Proven organizational skills and excellent oral and written communications skills are essential. Must be detail oriented and able to prioritize tasks, balance multiple priorities and meet deadlines. Must be highly proficient with Microsoft Office Suite of software programs. Agricultural background required, cattle background preferred. Occasional overnight travel is required including out-of-state workshops and programs. Late evening travel and weekend responsibilities are necessary to accommodate some functions.

General Responsibilities:

Coordinate

- Ohio Beef Quality Assurance program with NCBA and OSU Extension
- All aspects of educational programming for the Ohio Beef Council
- Producer Communications activities for the Ohio Beef Council.

Specific Responsibilities:

OBC:

Serve as the state coordinator for the Beef Quality Assurance Program and manage producer certifications through a collaborative relationship with National BQA Staff.

Responsible for checkoff producer communications, including OBC annual report, monthly producer e-newsletters, bi-monthly direct mailing, auction market outreach, grassroots meetings and producer advertising.

Oversee the execution of checkoff compliance efforts with the Director of Accounting. Compliance efforts include the monitoring of cattle sales, distribution of remittance documents and issues correction with remitters.

Responsible for all grassroots event programming and funding including, but not limited to, the Administration of the County Beef Promotion Grants Program.

Plan and coordinate Ohio State Fair educational displays and activities.

Responsible for the coordination and implementation of the Ohio Cattlemen's Foundation program BEEF 509/510.

Coordinate educational efforts of the Ohio Beef Council including the implementation of the Virtual Field Trip program, Masters of Beef Advocacy efforts and additional opportunities as deemed appropriate by the OBC Operating Committee.

Oversee the development of checkoff funded environmental and sustainability programs and projects including the 4R Farmer Certification & Verification program, sustainability research and positive image building.

OCA:

Plan and execute the Ohio Young Cattlemen's Conference.

Plan and execute producer education meetings in tandem with Ohio State Extension, County Affiliates and Allied Industry Council members.

Perform other related duties and responsibilities as requested by the Executive Director for the development of OBC, OCA and OCF programs.