



Oregon

John A. Kitzhaber, MD, Governor

Oregon Dairy Products Commission

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OREGON DAIRY PRODUCTS COMMISSION POSITION ANNOUNCEMENT

The Oregon Dairy Products Commission is seeking an experienced professional to join our team as the primary liaison with Oregon's dairy industry and affiliated agricultural organizations. In this newly created position, the individual will create lasting relationships with Oregon's dairy farm families, dairy processors, industry leaders, and other influencers to develop a strong sense of ownership and value for the state's checkoff program. This work also supports a comprehensive communications plan that strives to achieve consumer belief and trust in dairy foods and dairy farming. The individual will also help unite the many facets of Oregon's dairy industry into a cohesive community to foster industry growth and advancement.

POSITION INFORMATION

Position Title:	Manager, Industry Relations
Position Category:	Communications
Agency Number:	617000
Work Location:	Portland, Oregon
Position:	Full Time
Eligible for Overtime:	FSLA/No

PROGRAM/POSITION INFORMATION

The Oregon Dairy Products Commission (ODPC) was created in 1943 by an act of the State Legislature and represented the first industry in the state to request the authority to tax itself for the purpose of its own betterment through marketing, promotion, education and research. ODPC is one of Oregon's industry-funded commodity commissions that operate under the umbrella of the Oregon Department of Agriculture's (ODA) Commodity Commission Program, and whose statutory authority is provided specifically in ORS 576. The Commission is funded and directed by the Oregon dairy industry, with oversight by the Oregon Department of Agriculture.

Key Responsibilities

The Manager, Industry Relations reports to the Sr. Director of Communications and has responsibility to implement an industry relations program throughout the State of Oregon.

- Serves as the primary liaison in communicating the value of dairy checkoff to, and deepening engagement with, Oregon's dairy industry including producers, processors, cooperatives, dairy organizations, agencies, dairy leaders and industry boards, vendors and suppliers. Develops and delivers communications through newsletters, website, digital distribution, social media, and other means.
- Serves as the primary point of contact for dairy producers in providing materials, resources, and other means of support for ongoing activities including dairy farm tour programs and localized activities.
- Engages Oregon's dairy industry in its role to support Consumer Confidence of dairy through media training, messaging, social media, speaker engagements, event participation, and collateral materials. Assists in identifying, documenting, and promoting success stories from within the industry including animal care, sustainability, product quality, and community support.
- Works with affiliated agricultural organizations and agencies to create and retain dairy advocates, and achieve mutually beneficial goals of advancing a positive producer image in Oregon agriculture.
- Develops and maintains a positive, working relationship with key stakeholders and organizations in helping unite the many facets of Oregon's dairy industry into a cohesive community to foster industry growth, advancement, and effective use of resources.
- Supports the Commission's crisis communications preparedness team by acting as the key industry liaison for producers and processors.
- Serves as a key team member in the planning and implementation of the annual Oregon Dairy Farmers Convention, in addition to coordinating district meetings and small-group farm visits.
- Represents the Oregon Dairy Products Commission at key industry events in helping ensure the understanding and value of the dairy checkoff.
- Monitors performance criteria and assist in gathering data to report and evaluate program results.
- Completes approved tasks/projects on time and budget.
- Provides support to program planning, goals, and budgets, as directed by Sr. Director of Communications.
- Assists in preparation of state and federal reports as they relate to program area.
- Other duties as assigned.

Knowledge, Skills and Abilities

- Demonstrated experience managing a program of relationship building through various forms of communications, personal contacts, and speaking engagements.
- Proven background in working with a variety of stakeholders and influencers within an industry setting.
- Must be outgoing, have a consistently positive attitude, good skills in personal presentation and appearance, and work well with people from a variety of backgrounds.
- Demonstrated experience in strategic thinking and program development.

- Proven strong experience in making presentations and crafting written materials in a meaningful format under deadline.
- Experience with social, digital, print, verbal, and video media formats.
- Knowledge of, or exposure to, agriculture and food-related industries is desirable, but not required.
- Ability to accommodate travel throughout Oregon, with occasional overnight stays and occasional work during evenings and weekends.

Preferred Qualifications

- Five or more year's professional experience in program/project management, network development, and/or industry/stakeholder relations.
- Four-year college degree or equivalent work experience in communications, business administration, business management, journalism, or public relations. Master's degree is a plus

Position Salary Range: \$47,000 - \$67,000

APPLICATION PROCESS

Visit www.dairyfarmersor.com for a full position description. Applications will be accepted until position is filled. Send cover letter and resume to:

Manager, Industry Relations Recruitment
Oregon Dairy Products Commission
10505 SW Barbur Blvd.
Portland, OR 97219

Applications may be submitted via e-mail (theresay@oregondairycenter.org). No phone calls or faxes, please.

We offer a complete benefits package, which includes: health, vision, and dental insurance. You will also be eligible for annual paid holidays, paid vacation days, paid personal days, paid sick leave and Oregon Public Employees Retirement System (PERS) benefits.

Qualified candidates selected for an interview may be required to provide three personal references.

The Oregon Dairy Products Commission is an Equal Opportunity Employer (EOE). Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, marital status, disability, political affiliation, belief, or veteran status.