

Position Description



Farm Foundation President and CEO

May 2019

POSITION SPECIFICATION

Company: Farm Foundation (www.farmfoundation.org)
Position: President and Chief Executive Officer
Reports to: Board of Directors
HQ: Oak Brook, Illinois
Industry: Not-For-Profit

ABOUT FARM FOUNDATION

Farm Foundation is an agricultural policy institute dedicated to cultivating dynamic non-partisan collaboration to meet society's needs for food, fiber, feed and energy. Farm Foundation is a non-profit organization working to illuminate the issues and elevate the policy discussions surrounding agriculture and rural America. It facilitates engagement and creates opportunities for input from multiple perspectives. The Foundation helps ensure that the issues and policies affecting food and agriculture are objectively analyzed and constructively discussed.

Since 1933 the Foundation has connected leaders in farming, business, academia, issue organizations and government through proactive, rigorous debate and objective issue analysis. The Farm Foundation does not advocate. The 86-year-old reputation for objectivity allows it to bring together diverse stakeholders. Through conferences, workshops and Farm Foundation® Forums, Farm Foundation invites stakeholders to discuss evolving issues shaping rural communities and the food and agriculture sector. The Farm Foundation is also focused on offering opportunities for professional growth for emerging professional leaders in the food and agricultural industry through their Cultivator and Congressional Fellowship Programs. Farm Foundation has an annual operating budget of \$2.8 million, just under half of which is funded by the Legge Lowden Farm Foundation Trust. Farm Foundation is a 501(c)(3) governed by a 29-member Board of Directors. Farm Foundation's offices are in Oak Brook, Illinois, located 15 miles west of downtown Chicago.

The food and agriculture sector face changes generated by structural shifts in global and financial markets, business consolidation, emerging technologies, environmental impacts, government policies, consumer preferences, labor availability and infrastructure limitations. Farm Foundation's goal is to catalyze robust debate, informed policy decisions and new ideas for addressing complex issues. In a tradition that began more than eight decades ago, Farm Foundation helps public and private leaders navigate the challenges and opportunities of such changes.

OPPORTUNITY

Reporting to the Chair of both the Board of Directors of Farm Foundation and the Board of Trustees of The Legge Lowden Farm Foundation Trust, the President has overall strategic and operational responsibility for the staff, programs and execution of its mission. S/he will need to develop a deep knowledge of core programs, operations and business plans along with having extensive fundraising capabilities and experience.

KEY RESPONSIBILITIES

- Be a nationally recognized external presence and spokesperson, representing Farm Foundation at events, building new partnerships, establishing and nurturing fundraising relationships and communicating programmatic accomplishments, requiring travel as needed.

- Oversee the development of an annual business plan and related budget and regularly report to the Board of Directors and Trustees on programmatic accomplishments and financial performance, including accurate monthly financial reporting in accordance with GAAP.
- Ensure programmatic excellence and rigorous evaluation of quality, including attention to the Foundation's commitment to objectivity and non-advocacy.
- Lead and coach the Foundation staff in carrying out programs. Maintain an effective performance evaluation system to support employee development and performance.
- Work closely with the Board of Directors and the Trustees to provide strategic direction for the organization. Includes the identification of future programming opportunities and funding sources.
- Work with the Board of Directors and the Trustees to assure that the governance, organizational structures and business operations serve the long-term mission of the Foundation.
- Serves as a non-voting member of the Board of Directors and all Board committees.

QUALIFICATIONS & EXPERIENCE

- Thorough commitment to Farm Foundation's mission.
- Master's degree or equivalent in a field relevant to agriculture public policy and/or food and agriculture. A PhD or other terminal degree preferred.
- Minimum of 10 years of experience in progressively responsible senior management positions in the not-for-profit sector, the private sector, government, or academia. Experience in not-for-profit management desirable.
 - Proven leadership, coaching and relationship management experience.
 - Experience in fund-raising and business development.
 - Experience in setting and achieving strategic objectives.
 - Experience in management of complex programs.
 - Experience in budgeting, business planning, and financial management.
 - Experience in representing an organization, company or institution in a successful, public-facing manner.
 - Experience in dramatically growing and/or transforming an organization or company.
 - Experience in working with a Board of Directors.
- Broad knowledge of public policy issues related to food, agriculture and rural communities.
- Ability to work effectively with diverse groups of stakeholders and manage dialogue among competing interests on complex and controversial issues.
- Excellent written and verbal communication skills.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

FOCUS SEARCH PARTNERS CONTACTS

For more information about the opportunity, or to refer candidates, please contact:

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ABOUT FOCUS SEARCH PARTNERS

Founded in 2001, **Focus Search Partners** was acquired in 2014 to become the retained executive search entity of Vaco, a multi-million dollar private equity-backed consulting and strategic solutions firm. FSP acquired San Francisco-based Charlson Partners in March 2016 and Dallas-based Taylor Winfield Executive Search in June 2017, doubling its size. This new entity provides significant benefits to our combined clients including an expanded footprint and proven success in multiple industries across all functional disciplines. FSP brings deep experience in VC and PE-backed technology, business services, internet/digital media, consumer/retail/foodservice, healthcare, and not-for-profit. For more information, please visit [Focus Search Partners](#).