



SOUTH CAROLINA FARM BUREAU FEDERATION

Job Posting

Commodity Advisory Committee Coordinator

Position Overview

The South Carolina Farm Bureau Federation (SCFB) Commodity Advisory Committee Coordinator assist with the Federation's policy development and implementation efforts by managing and coordinating the volunteer leaders and staff of the SCFB Federation's Commodity Advisory Committees. This Coordinator will be involved in policy implementation efforts under the Director of the Government Relations Division.

The right person for this position must utilize strong interpersonal and communication skills to build rapport with SCFB volunteer farmer leaders, staff, as well as state and federal agency personnel.

Duties and Responsibilities

- Staff and coordinate Commodity Advisory Committee meetings with agenda and oral presentation to assist farmer leaders in developing language for sound policy on the local, state, and federal levels
- Stay current on all issues related to responsible commodities; disseminate industry news on issues impacting commodity and policy to inform and educate staff and committee members of new and/or updated legislation and federal agency rules and regulations
- Correspond with all SCFB departments to keep staff and members informed of issues impacting the organization
- Represent SCFB and serve on policy or commodity boards and commissions at the state and national level if requested
- Work as an effective liaison to commodity groups, boards, commissions, and associations, as well as industry partners at the local, state, and national levels
- Write and submit comments to the Federal Register on rules and regulations according to Farm Bureau policy
- Attending national, regional, and statewide meetings pertaining to the commodities or policy development/implementation with frequent travel both in and out of state required.
- Perform other related duties as assigned

Qualifications, Desired Skills and Experience

- The requirements listed below are representative of the knowledge, skill, and ability required.
- Bachelor's Degree from a four-year college or university with one to three years related experience or equivalent combination of education and experience. An agricultural background and experience are preferred.
- Effective communication and public speaking skills with ability to convey information to staff and members through reports and presentations related to the agriculture and farming communities we support
- Self-motivated with strong organizational and time management skills who can maintain tasks and assignments without direct oversight
- Skill to analyze and interpret legislation, proposed rules, and regulations with knowledge of current events pertaining to public policy
- Ability to analyze and interpret general business periodicals, professional journals, legislation, proposed rules, and governmental regulations
- Understanding of the Farm Bureau Federation organization including its purpose and structure
- Ability to work in a team environment and take on projects of all sizes while serving our farmer leaders and member volunteers
- Frequent travel both in and out of state is required and representation of the SCFB should always be conducted with professionalism and integrity.

Salary

Salary will be dependent on education and experience.