



As the only Canadian National Agri-Retail Association, the Canadian Association of Agri-Retailers (CAAR) produces programs and services, protects members' rights and interests, and is a proud, active supporter of the agriculture industry. CAAR represents agri-retailers who actively support Canadian growers in the production of the highest quality food possible by protecting food quality, farm productivity, and the long term sustainability of our industry.

Are you that uniquely qualified person who will lead our organization as Executive Director?

Based out of our Winnipeg office and reporting to the Executive Council of the Board of Directors, this position provides leadership and management to the activities of CAAR on an ongoing basis. The Executive Director serves the needs of the Membership, Staff and Board of Directors through the following activities:

Duties and Responsibilities:

- Actively support the Canadian Agricultural retailer across all levels of membership by soliciting input and engaging in in-depth conversations with line and independent members to understand the challenges they face and delivering the programs and activities that help them succeed.
- As an underpinning of membership advocacy, provide representation of CAAR as the voice of the Canadian agricultural retailer, liaising with government departments, agricultural businesses, and related associations.
- In consultation with the Board of Directors, develop and execute the CAAR annual business plan and budget, achieving association goals and objectives in a fiscally responsible manner.
- Provide regular reports to the CAAR Board of Directors on the progress of the association in achieving the fiscal, membership and advocacy goals identified in the annual plan.
- Mentor and lead an effective, cohesive and high performing team in accomplishing the goals of the organization.
- Manage office operations and personnel expenses while identifying, recommending and implementing opportunities for cost savings and increased efficiency.
- Manage human resource responsibilities including an annual salary and performance management review process while ensuring compliance with current policies and procedures

Qualifications:

- A post-secondary education in an Agriculture or Business related program
- Well demonstrated experience working within the Canadian agricultural industry preferably with an agricultural retail background.
- An ability to communicate, listen and respond to concerns in a professional and clear manner with leaders of all manners of agricultural businesses
- Exceptional skills in translating a vision into action - prioritizing goals and in execution of a business plan
- Experience in professionally representing the Canadian agriculture industry to the government is preferred

Please submit resume and cover letter no later than October 31 to Martin Kiefer, CAAR Board Chair, at mkiefer@agricocanada.com.

We thank all those that apply, but only applicants that meet the qualifications will be contacted for an interview.