

Almond Alliance President/CEO Description

The Almond Alliance President fulfills the mission and vision of the organization and works to revolutionize our member experience and messaging, advance our strategic objectives, provide outstanding value for members, and grow the organization. Reporting to the Board of Directors, the President will have overall strategic and operational responsibility for Almond Alliance staff, programs, expansion, and execution of its mission.

Leadership & Management:

- The President is responsible for:
 - Conducting business as directed by the Board of Directors and professionally representing the organization and membership before its peers in the agricultural industry, regulatory agencies, legislative bodies and in public and private meetings.
 - Ensuring ongoing programs, program evaluation, quality of finance, administration, organizational services, fundraising, communications, and systems.
 - Developing and implementing strategic direction for the organization.
 - Taking complex technical, legal, legislative or regulatory topics and analyzing the impacts to the industry and then communicating these impacts to a variety of audiences but most importantly to membership.

Fundraising & Communications:

- Expanding local revenue generating and fundraising activities to support existing program operations and regional expansion.
- Actively pursuing new membership for the organization, while creating an atmosphere of positive member relations for current and new members.
- Deepening and refining all aspects of communications—from web presence to external relations with the goal of creating a stronger brand.
- Using external presence and relationships to create new opportunities.
- Working with Almond Alliance team to assess member needs and refine the organization's focus and priority agenda around those needs.
- Responsible for working with Almond Alliance team to implement annual convention, trainings, and member and PAC events.
- Attending all partner committee meetings, e.g., Memorandum of Agreement (MOA) meetings with Almond Board of California (ABC).

Oversight of Contracted Lobbyists and Consultants:

- Overseeing and managing contract lobbyists and consultants.

- Developing annual strategic legislative strategy, including concepts for potential legislative sponsorship. Develop a list of top 20 target pieces of legislation of interest.
- Developing annual list of legislative education and outreach tours.
- Developing annual list of target legislators and stakeholders for the Almond Alliance to utilize in building relationships.

Relationships, Legislation and Regulatory Management:

- Developing and executing government relations strategy.
- Developing relationships with legislative bodies, elected officials and the state and federal government.
- Researching complex legislation and regulations of importance to the organization. Analyze policies, legislation and regulations and make recommendations regarding the pursuit and support of those which benefit the organization and its members, as well as necessary changes to avoid negative impacts to the organization and its members.
- Monitoring, assessing and summarizing existing and proposed legislation that could impact industry.
- Monitoring and assessment of policies, rulemaking and executive orders that impact the industry.
- Monitoring, attending and reporting on legislative briefings and committee hearings.
- Managing and oversee the agenda for the Almond Alliance government relations and all committees.

Reports and Special Projects:

- Developing weekly legislative and regulatory reports for leaderships, membership (E-News), MOA with ABC and Board of Directors.
- Managing special projects, e.g., Export of almond hulls to Asia.
- Developing annual Advocacy Report outlining legislation and regulations of interest.
- Drafting testimony, support letters, position papers and talking points.
- Drafting content (articles, op-eds, blog posts) for newsletters, website, and other communications.

Political Action Committee:

- Overseeing the management and investments of the California Almond Industry Political Action Committee (Almond Industry PAC).

Minimum Qualifications:

Bachelor's degree or equivalent.

Minimum Experience Requirements or Equivalent:

- 5 years non-profit association experience.
- Hands-on experience with non-profit and membership-based associations.
- Ability to forge relationships with partner organizations and stakeholders.
- Excellent project and deadline management skills.
- Excellent interpersonal, communication and writing skills.
- Ability to successfully manage employees and engage effectively with a variety of personalities.

Additional Information:

- The primary work site will be in our Modesto office, located at 1211 L St, Modesto, CA 95354, or such other location should the Board decide to move the office.
- Almond Alliance's culture is such that we value hard work, excellent work product and integrity, and we work diligently to operate in an environment full of opportunities to learn about different facets of the business so we can effectively advocate on behalf of and support our members and the industry.

Compensation:

This position offers a competitive salary depending on qualifications and experience. Compensation includes: paid holidays, paid vacation, paid sick leave and other benefits are negotiable.

Contact:

Send resume to Elaine Trevino at etrevino@almondalliance.org.

About the Almond Alliance of California:

The Almond Alliance of California (AAC) is a trusted non-profit organization dedicated to advocating on behalf of the California almond community. California almonds generate more than \$21 billion in economic revenue and directly contribute more than \$11 billion to the state's total economy. California's top agricultural export, almonds create approximately 104,000 jobs statewide, over 97,000 in the Central Valley, which suffers from chronic unemployment. The AAC is dedicated to educating state legislators, policy makers and regulatory officials about the California almond community. As a membership-based organization, our members include almond processors, hullers/shellers, growers and allied businesses. Through workshops, newsletters, conferences, social media and personal meetings, AAC works to raise awareness, knowledge and provide a better understanding about the scope, size, value and sustainability of the California almond community.

Over the last year, industry and association leadership have undergone a strategic planning and an implementation process to ensure the Alliance is well positioned to serve our members and the almond industry now and into the future. The Almond Alliance of

California is the only trade association fully dedicated to advocating, protecting and growing its members' investment in the almond industry.

Mission Statement:

The Almond Alliance of California is dedicated to innovative leadership and advocacy, ensuring the sustainability and success of the California almond community.

Equal Opportunity Employer:

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The Almond Alliance is an equal opportunity employer. In order to provide equal employment and advancement opportunities to all individuals, the Alliance makes all employment decisions on the basis of individual skill, ability, performance history, merit and other relevant factors associated with job performance. The Almond Alliance prohibits all employees and Board Members from discriminating against any applicant or employee with respect to hiring, assignments, performance evaluations, promotion, training, disciplinary action, termination, layoffs, compensation, benefits, working conditions, or any other terms or conditions of employment, based upon race (including traits historically associated with race such as hair texture and hairstyle), color, religion (all aspects of religious beliefs, observance or practice including religious dress, clothing, grooming practices, hairstyles, etc.), sex, sexual orientation, gender (including gender identity, gender expression and transgender status), marital status, registered domestic partner status, pregnancy (including childbirth, breastfeeding or related medical condition), alienage, national origin (including language use restrictions and possession of a driver's license issued under Vehicle Code §12801.9), ancestry, physical or mental disability, medical condition (including HIV, AIDS cancer or genetic characteristics), age, citizenship or immigration status, military or veteran status, genetic information, political affiliation, position in a labor dispute, request for, need for or use of any form of protected leave, domestic violence victim status, or any other basis protected by applicable Federal, State or Local law. The Almond Alliance also prohibits unlawful discrimination based on the perception that anyone falls within any protected category, has or is perceived as having any protected characteristic, or is associated with a person who falls within a protected category or who has or is perceived as having any protected characteristic.

Any applicant or employee who requires an accommodation to perform the essential functions of his/her position as a result of a physical or mental disability, medical condition or religious belief or practice (including religious dress, clothing, grooming practices, hairstyles, etc.) must notify the President or a member of the Board. The Almond Alliance will comply with all applicable laws, including, but not limited to, the Americans with Disabilities Act ("ADA") and the Fair Employment and Housing Act ("FEHA"), related to engaging in an interactive process with applicants and employees and providing a reasonable accommodation where doing so will not result in an undue hardship on the Alliance or pose a safety threat to the applicant, employee or others.