

JOB DESCRIPTION

Keystone Policy Center

Job Title: Director of the Center/Program for Agriculture
Reports To: Vice President, Programs
FLSA Status: Exempt
Location: Will need to be geographically associated with one of our offices in Washington, DC, Denver, CO or Keystone, CO

SUMMARY:

The Keystone Policy Center brings together crucial teams of stakeholders who have diverse individual perspectives but recognize a common need to address urgent issues with lasting solutions. For more than 45 years, Keystone has helped leaders move beyond fixed positions toward collaborative, action-oriented approaches to problem solving. Keystone has built a portfolio of substantive work in designing effective forums for stakeholders to address complex and often contentious issues here in Colorado, throughout the United States, and internationally in the policy areas of natural resources, agriculture, energy, education and health. We engage participants in producing actionable outcomes and create a collaborative environment in which all perspectives are respected and inform final decisions.

The Center/Program Director for Agriculture is considered an expert in the field and expected to develop a vision and goals for the agriculture portfolio that supports the mission of the Keystone Policy Center. They are expected to develop and lead collaborative projects and programs in agriculture and mentor and manage 2-4 staff within the Center initially in partnership with other Center Directors. Other expectations include setting a strategy that includes a vision statement and near-term and long-term program and project growth. The Director is expected to work with staff to maintain high standards for work on projects and programs within the Center and be responsible for client and funder management within the Agriculture Program. The Director works with Center staff to develop individual growth plans. Directors are expected to meet and track financial goals. The Director will represent Keystone externally at conferences, with press and at other events. Directors serve with other Center Directors and the President and Vice Presidents on a collaborative Senior Leadership Team.

REQUIRED EXPERIENCE

- 10+ experience in the field of agriculture, sustainability in agricultural supply chains, or other relevant substantive experience
- Familiarity with carbon markets and climate policy preferred
- Experience in fundraising and client management
- Experience managing complex multi-stakeholder processes and/or proven ability to be viewed as a trusted broker
- Experience with entrepreneurial program and project development
- Experience in issues-based facilitation
- Experience with issue management and/or policy development

- Proven ability to build and maintain networks
- Experience with managing online platforms preferred

DESIRED COMPETENCIES

Proven ability to:

- Synthesize and communicate complex or diverse information
- Communicate effectively to diverse audiences, from community members, farmers, ranchers and landowners to conservationists to policy makers and senior level decision makers
- Identify and resolve problems in a timely manner
- Develop alternative and innovative solutions
- Display original thinking and creativity
- Exhibit objectivity and openness to other's views
- Manage multiple workstreams at once
- Contribute to building a positive team environment

TRAVEL AND OTHER CONSIDERATIONS:

This position will require 25-30% domestic travel throughout the year, depending on office location. Currently travel is on hold due to COVID.

This is a largely sedentary position with minimal physical requirements. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

COMPENSATION AND BENEFITS:

The salary range for this position is \$90,000 to \$125,000, dependent on experience. Keystone Policy Center offers generous sick and vacation leave, as well as health and dental benefits, and a 401k matching program.

Keystone Policy Center is an Equal Opportunity Employer that does not discriminate on the basis of any actual or perceived characteristic that protected by applicable federal, state, or local laws and ordinance or otherwise.

Interested candidates should submit a cover letter and resume to Sarah Alexander at salexander@keystone.org no later than May 3, 2021. The position will remain open until filled.