



## **Job Title: NSR Chief Executive Officer**

### **Function:**

- ✓ To implement the strategic goals and objectives of the National Swine Registry as determined by the NSR Executive Committee.
- ✓ To give direction, leadership, and provide vision toward the achievement of the National Swine Registry's mission, strategy, and goals by assembling highly qualified and motivated staff members.
- ✓ To provide the fiscal management and financial planning necessary for the success of the NSR.

### **Major Functions and Accountabilities:**

- ✓ NSR Executive Committee and breed board communication and support:
  - Provides communication and support between the boards of directors and the staff and membership of NSR.
  - Includes coordination of board meetings and the orchestration of vision casting opportunities for the NSR Executive Committee as well as the various breed boards.
- ✓ Program and member service delivery.
  - Oversees design, marketing, promotion, delivery and quality of programs and services offered to the NSR and NJSA members.
- ✓ Financial planning and forecasting:
  - Recommends yearly budget for Executive Committee approval and prudently manages registry's resources within those budget guidelines.
  - Also reports monthly to the board of directors regarding financial activities.
- ✓ Human resources management:
  - Effectively manages the culture and human resources of the registry according to authorized personnel policies and procedures that fully conform to current laws and regulations.
- ✓ Industry and public relations:
  - Assures the organization and its mission, programs, and services are consistently presented in a strong and positive image to relevant stakeholders and industry associations.

**Credentials and Experience:**

- ✓ Bachelor's degree in animal science, ag business and/or marketing, or closely related major, or four years related experience or equivalent combination of education and experience.
- ✓ Minimum of 4 years of demonstrated organizational leadership ability and fiscal management expertise.

**Other:**

- ✓ Reports to National Swine Registry Executive Committee.
- ✓ Position is based out of the NSR headquarters in West Lafayette, Ind. Living in or relocating to the area is preferred.
- ✓ Successful candidate will assume CEO duties at a date determined by candidate and Executive committee.
- ✓ Financial compensation will be based upon the candidate's qualifications and prior experience.

Application Package should contain the following and be emailed to Dan Burzlaff at [dan.burzlaff57@gmail.com](mailto:dan.burzlaff57@gmail.com) by December 10, 2023.

**Cover Letter**

**Resume**

**Three References**