

MANAGER OF MEMBERSHIP

Location: Missouri Cattlemen's Association, Columbia, Mo.

Reports to: Executive Vice President

General Responsibilities:

Lead all membership-related initiatives for MCA. This individual is responsible for growing and retaining MCA membership by showcasing the value of the association through strategic planning and execution.

Specific Responsibilities:

- Maintain the MCA membership database
- Update the MCA database with accurate information
- Maintain regular communication with regional vice presidents
- Develop membership recruitment and retention strategies and work with volunteer leadership to execute plans
- Lead MCA Convention and event planning
- Lead all junior member functions
- Lead all Missouri Cattlemen's Foundation functions and fundraising initiatives
- Work with staff to design and distribute membership recruitment brochures, packets, banners, etc.
- Lead planning for MCA presence at tradeshow and other events
- Attend county meetings to present recruitment strategies
- Manage all membership awards
- Other duties as assigned

Qualifications:

- The Manager of Membership should be a self-directed and energetic individual who possesses excellent planning, fundraising and membership-relations skills;
- Must have two or more years of experience in membership-related work for a non-profit association;
- Ability to offer strategic points-of-view and counsel to senior management and MCA leadership;
- Ability to conceptualize and execute ideas;
- Ability to assess potential challenges and consequences of organizational decisions to the brand;
- Strong relationship building skills;
- Must have a passion for agriculture and the people who feed the world;
- Bachelor's degree required; and
- Background and knowledge of the agricultural industry a plus.

Please email cover letter, resume and references to careers@mocattle.com