

## Equity Cooperative Livestock Sales Association

### Position Description

**Position Title:** Executive Vice President  
**Location:** Based in Baraboo, working at all company locations  
**Reports to:** Chief Executive Officer  
**FLSA Status:** Exempt

#### Overview:

Equity Cooperative Livestock, Wisconsin's largest livestock marketing cooperative, is also one of the nation's largest livestock marketing organizations. Service to its members is a primary obligation of all employees. The Executive Vice President will positively oversee the operations of the cooperative, including the auction markets, employee and contracted livestock dealers, commodity division, and other services provided to producers. This position will play key role on the Executive Leadership team and strategic analysis and forecasting.

#### Essential Functions:

##### **1. Strategy and Planning (25%)**

- Act as Chief Operations Officer and strategic business partner to senior executive leadership team.
- Assess and evaluate financial performance of organization with regards to long-term operational goals, budgets, and forecasts.
- Provide insight and recommendations to both short-term and long-term growth plan of organization.
- Identify, acquire, and implement systems and processes critical to the operation. Evaluate department/markets and make suggestions for automating processes and increasing working efficiency.
- Communicate, engage, and interact with Board of Directors, CEO, and Executive Leadership Team, serving as a key member of Executive Leadership team.
- Create and establish yearly operational objectives that align with the company's plan for growth and expansion.
- Participate in pivotal decisions as they relate to strategic initiatives and operational models.
- Serve on ELCC executive credit committee.

- Interact with and bring Operations division into line with Executive Leadership and Board of Directors' plans, initiatives, and recommendations.

## **2. Financial Analysis (25%)**

- Review monthly financial statements and variance reports, offering explanations for variances and proposing solutions to concerns.
- Identify, develop, and execute analysis of business initiatives, product launches and/or new service offerings.
- Explore investment opportunities and provide recommendations on potential returns and risks.

## **3. Budgeting and Forecasting (25%)**

- Assist with development and maintenance of monthly operating budget and annual company operating budget.
- Assist with creation and updating of forecasting models to help Executive Team and Board of Directors anticipate future performance by utilizing prior performance, past experience, and other industry factors.
- Utilize forward-looking models and activity-based analyses to provide financial insight into the organization's plans and operating budgets.

## **4. Administration and Management (25%)**

- Direct the Market Managers, Field Service Reps, and Independent Contract Labor to ensure the procedures and regulations are being followed.
- Ensure livestock are marketed in accordance with all federal, state, and company regulations, policies, and procedures.
- Implement and/or update policies, procedures and processes as deemed appropriate by the Executive Leadership team.
- Develop and manage Market Managers, Field Service Representatives, and Contract Labor.
- Monitor market activities, reviewing procedures for accuracy while eliminating inefficiencies.
- Recruit, interview and hire Market Managers and Field Service Representatives as required.
- Select, engage, and maintain relationships with vendors, consultants, and other strategic partners.
- Serve as a key point of contact for packing plants and livestock buyers.

### **Qualifications and Requirements:**

- Bachelor's Degree in Meat Animal Science, Food Science, or related field
- 5 years minimum experience in supervisory role.

- 10+ years livestock marketing experience.
- Outstanding experience of animal agriculture.
- Comprehensive knowledge and understanding of Packers and Stockyards, USDA, and state livestock regulations.
- Outstanding communication and presentation skills.
- Demonstrated leadership ability, confidence, and executive presence – ability to motivate staff.
- Excellent analytical, reasoning, and problem-solving skills
- Experience working with external inspectors and auditors on compliance-related issues.