



Intermountain Forest Association

2218 Jackson Blvd, Ste 10, Rapid City, SD 57702
605-341-0875 www.intforest.org

Position Title: Executive Director, Intermountain Forest Association (IFA)

Position Location: Rapid City, SD is preferred, but alternative locations may be considered.

Basic Function: The Executive Director shall manage and conduct the Association's activities consistent with direction from IFA's President and Board of Directors.

Intermountain Forest Association: The Intermountain Forest Association represents forest products companies in Colorado, South Dakota, and Wyoming, primarily with regards to national forest management in the Forest Service's Rocky Mountain Region. IFA's members include a broad spectrum of forest products companies including, sawmills, loggers, treating plants, post and pole producers, a biomass power plant, an excelsior manufacturer, secondary manufacturers, and lumber brokers.

Specific Responsibilities:

Manage and conduct the day-to-day business and financial operations of the Association, including supervision of staff and consultants.

Develop and implement the annual program of work within the approved annual budget.

Plan and coordinate legislative activities and positions.

Plan and coordinate the Association's communications with the membership, the Forest Service, other groups and organizations, and the public.

Develop periodic emails or other communications with members to keep them informed on forestry issues, activities, and Association programs.

Maintain membership records. Prepare membership promotional brochures and materials as required. Keep in touch with the membership to discuss their needs and Association programs. Actively work to recruit new members.

Establish and maintain communications with key representatives, decision-leaders, and partners.

Qualifications:

- (1) Ability to persuade, motivate, and supervise group action, and work with people of diverse opinions in natural resource management.
- (2) High degree of written and verbal communications skills, including the ability to make planned as well as informal presentations to large and small groups.
- (3) Ability to work with other natural resource interests on issues of strategic importance.
- (4) Ability to work under pressure and to organize and schedule work for best use of time.
- (5) Ability to develop and implement strategies regarding national forest management and timber sale programs, forest planning, and project planning.

Education:

A minimum of a Bachelor's degree in forestry or other related natural resource field.

Experience:

Five or more years working in a natural resources field, in an association management position, or a related position.

Compensation:

The salary range will be commensurate with the selected applicant's ability and experience. IFA provides a competitive benefits package, including health and life insurance, and retirement.

Send Confidential Resumes to:

Mr. Jeff Parrett
Wheeler Lumber
P. O. Box 8
Whitewood, SD 57793

or via email, to: jparrett@wheeler1892.com

Please mark envelope or email "Confidential"

Applications will be accepted until July 14, or until qualified applicants are found.

For more information, contact:

Jeff Parrett, IFA President at (800) 725-4476 ext.22 or jparrett@wheeler1892.com

Tom Troxel, IFA Executive Director at 605-341-0875 or t_troxel@hills.net