U.S. Grains Council – Manager of Global Ethanol Policy and Sustainability

International market development organization based in Washington, D.C. is recruiting a manager of global ethanol policy and sustainability. The individual in this position will assist the director of global ethanol market development, the global ethanol team and global offices in development and implementation of an effective multilateral strategy for U.S. corn-based ethanol opportunities. Duties include providing activity planning, coordination, implementation and relationship mapping for engagement efforts. The position is based in Washington, D.C.

USGC is a leading non-profit member association dedicated to expanding exports of U.S. corn, sorghum, barley and related co-products, including ethanol. To promote a healthy work-life balance, we have established programs including telework (two days per week), 37.5-hour workweek, Employee Assistance Programs, paid training/seminars, lunch-and-learn sessions, and more. USGC also offers competitive health/dental/vision benefits, generous leave policies and generous retirement benefits.

Desired Qualifications

Minimum requirement is a bachelor's degree in agricultural studies, international studies, global policy, economics or business administration. Prior experience in international trade policy, ag policy and economics is strongly preferred. Prior professional in building out and creating successful stakeholder and engagement mapping is strongly preferred. The ideal candidate will be detail oriented and able to multi-task in a fast-paced environment.

If you are interested in the position, please submit a letter of interest and a resume by COB on February 23, 2024 to employment@grains.org

The U.S. Grains Council is an Equal Opportunity Employer. It does not discriminate in the terms and conditions of employment on the basis of race, color, national origin, sex, age, disability, sexual orientation, gender identity or expression, or any other factor prohibited by law.

As a participant in USDA programs, we share the commitment to comply with all federal, state and local civil rights laws and those of the USDA. More about this commitment is found here, https://www.usda.gov/non-discrimination-statement
Manager of Global Ethanol Policy and Sustainability

Position Description

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<tr>
<th>Department: Ethanol / International Operations</th>
<th>Reports to: Director of Global Ethanol Market Development</th>
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<tbody>
<tr>
<td>FLSA Status: Exempt</td>
<td>Supervisory responsibility: None</td>
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<tr>
<td>Approved by: Vice President</td>
<td>Budgetary responsibility: None</td>
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**Purpose of Position:** Assist the director of global ethanol market development, the global ethanol team and global offices in development and implementation of an effective multilateral strategy for U.S. corn-based ethanol opportunities. Provide activity planning, coordination, implementation and relationship mapping for engagement efforts. Enable the Council to promote U.S. feed grain-based ethanol as a sustainable fuel within the transportation, energy, and environmental sectors through multilateral spheres of influence and additional applications as part of the global climate movement. Promote and increase Council’s key messages within multilateral organizations, local ethanol industries, country governments, global thinktanks/institutions and private transportation supply chain entities. The focus of this position is on providing data-driven analytical and policy decision support, while building external facing connections and lasting relationships with key global stakeholders related to ethanol policy development.

**Responsibilities:**

1. Under the direction of the director of global ethanol market development, engage directly with U.S. Government and foreign government officials, industry stakeholders, and USGC global offices regarding trade policy developments with a goal of gathering information, conducting analysis, develop and execute approaches to addressing market access challenges.

2. Collect information and conduct time-sensitive policy analysis including those offered by the USDA’s Foreign Agricultural Service and the Economic Research Service reports, with a focus on translating the analysis into actionable information.

3. Provide analysis on policy changes, engagement opportunities, activity results, and commercial developments in key sectors of interest and disseminate to program partners and Council’s overseas offices.

4. Provide information and analysis on current developments on transportation, energy and renewable fuels policy, industry, and production sectors.
5. Using the analysis referenced above, regularly write short analysis pieces for publication in the Council’s weekly publication, *Global Update*, and other publications and marketing materials, including graphs and tables as requested.

6. Carry out analyses independently and with external contractors that assess the impact of foreign trade barriers as well as foreign trade agreements on U.S. ethanol and feed grains market access potential.

7. Work in tandem with USGC’s trade policy, communications and sustainability teams within the Council to identify opportunities, educate stakeholders and coordinate strategy on ethanol policy and sustainability initiatives.

8. Coordinate with the Council’s Sustainable Aviation Fuel (SAF) staff and international offices, while overseeing SAF based consultants to further U.S. SAF competitiveness within international discussions and events.

9. Work to implement a parallel strategy to increase the global consumption of ethanol for other additional uses such as maritime, bioplastics and chemicals, and industrial applications.

10. Organize, schedule and represent Council in meetings with a goal of promoting ethanol to organizations responsible for decarbonization policy efforts.

11. Lead the Council’s engagement with the United Nation’s Coalition of Parties (COP) engagement strategy and mission participation through coordination with members and global staff.

12. Engage and remain apprised of D.C.-based thinktanks and governmental entities identified as key targets for ethanol policy development, manage relationships and build stakeholder mapping portfolios and objectives.

13. As needed, travel domestically and internationally with teams and consultants engaged in the Council’s foreign ethanol market development programs. Attend scientific and industry conferences that intersect with the Council’s ethanol objectives.

14. Manage and host all aspects of preparation for foreign multilateral delegations traveling to and within the U.S., including travel logistics, meeting itineraries, and preparation of briefing materials.
15. Continually review and propose new ethanol markets and uses prospects as a result of relevant policy changes, demand shifts, and other market indicators.

16. Provide necessary research and talking points for immediate ethanol trade policy developments and convey messages to internal and external stakeholders.

17. Assist in membership servicing, including responding to informational requests from Council and program partner members, as assigned.

18. Perform other duties as assigned.

Education and Experience Requirements:

1. Bachelor’s degree in agricultural studies, international studies, global policy, economics or Business Administration. An advanced degree is preferred.
2. Experience and/or coursework in international trade policy, agriculture policy, and economics strongly preferred.
3. Experience in building out and creating successful stakeholder and engagement mapping implementation.

Skills, Knowledge and Abilities:

1. Demonstrated expertise in managing multiple tasks, projects, and deadlines in a highly dynamic environment.
2. Strong interpersonal skills with ability to build and manage key internal and external relationships.
3. Keen sense of priorities; sees what needs to be done, assesses degree of urgency and importance, and translates into results.
4. Strong skills in using the Microsoft Office suite (Outlook, Word, Excel, Teams, and PowerPoint).
5. Excellent oral and written communication skills.
6. Strong team and collaboration skills.

I acknowledge receipt of and understanding of this job description.

Employee Signature: __________________________________________

This job description may include most, but not all duties that fall under the position. It is not intended to contain all responsibilities, education or skills. From time to time this job description will change and employees will be asked to perform tasks outside of their area of responsibility.
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