



TEXAS BEEF COUNCIL

Coordinator, Nutrition and Health Texas Beef Council

SUMMARY

The Coordinator, Nutrition and Health, executes programs aimed at establishing beef as a food for health. This role primarily educates and engages nutrition and health influencers through educational opportunities, partnerships, and digital content. This position also contributes to the broader nutrition and health programming across all audiences.

ESSENTIAL FUNCTIONS

An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the functions which the employee may be expected to perform.

- Serve as a beef nutrition expert and industry spokesperson for health and wellness influencer audiences, industry stakeholders, and the media.
- Represent TBC at health professional and K-12 education meetings and events, networking and sharing information.
- Collaborate across the organization to develop nutrition programming and content, serve as an internal reviewer, and facilitate USDA review.
- Research, design, and write materials for seminars, speeches, newsletters, brochures, speaker proposals, and manuals to meet education and promotion objectives.
- Analyze recipes and maintain accurate nutrient claims for TBC recipes.
- Stay informed on industry trends and communication technologies to effectively share beef's nutritional story with health professionals and inform strategic planning.
- Build and maintain relationships with health professional advocates, including RDs, nutritionists, and MDs.
- Assist in developing partnerships with health professionals and organizations to enhance beef promotion and education.
- Build relationships with national organizations, state beef councils, and partners to share nutrition information and execute programs.
- Assist with program budget tracking and program evaluations.
- Serve on internal cross-functional teams to advance the organization's mission.
- Engage with producers and producer-led committees as assigned
- Perform other duties as assigned.

MINIMUM QUALIFICATIONS

- EDUCATION - Licenced Registered Dietitian with a minimum of a Bachelor's degree in a related field. Master's level preferred.
- EXPERIENCE - Must have a minimum of 0-2 years of experience working with the health professional community, demonstrated subject matter expertise, and excellent oral communication and writing skills.
- EQUIVALENCY - none
- CERTIFICATION(S) - none

- **SKILLS** - Must have the ability to understand and translate complex scientific information for health professionals and lay audiences, using expertise and good judgment to evaluate and improve programs and processes. Must be a team player, detail-oriented, adaptable, and self-directed. Excellent writing, planning, leadership, communication, and interpersonal skills. Basic skills in organization and prioritization, including tracking multiple projects. Basic-level computer skills, particularly with GSuite, Word, PowerPoint, Excel, Zoom, and Adobe. Ability to perform well under intense pressure or periodic heavy workloads. A high degree of loyalty, dedication, and commitment to TBC and the beef industry are essential.

PHYSICAL REQUIREMENTS

- Ability to drive a vehicle, possess a valid driver's license and have an acceptable driving record that meets TBC's insurance requirements.
- Viewing of a computer screen for extended periods with hand/wrist manipulation to operate a keyboard.
- Ability to stand and walk for up to 8 hours. Ability to generally balance, stoop, kneel, or crouch.
- Ability to lift/move up to 50 lbs.

CORE COMPETENCIES

Adaptability & Resilience - Demonstrating energy and passion for work. Maintaining stable performance and composure under pressure. Turning difficulties and setbacks into opportunities for learning. Adapting quickly and resourcefully to change and competing or shifting priorities.

Building Trust & Partnerships - Interacting with others in a way that gives them confidence in their intentions and those of the organization. Identifying opportunities and taking action to build trusting and strategic relationships (internal and external) to help achieve business goals.

Communication - Clearly and succinctly conveying information and ideas through a variety of media. Communicating in a focused and compelling way that engages others and helps them understand and retain the message.

Courage - Proactively confronting difficult issues. Seeking out those who can help solve a problem. Dealing openly and honestly with others and tolerating nothing less in return.

Decision Making - Identifying and understanding issues, problems, and opportunities. Comparing data from different sources to draw conclusions. Using effective approaches for choosing a course of action. Taking action that is consistent with available facts, constraints, and probable consequences.

Driving for Excellence - Setting high goals for personal and group accomplishment. Using measurement methods to monitor progress toward goals. Tenaciously working to meet or exceed challenging goals. Celebrating achievement and continuous improvement.

Value Diversity - Recognizing and utilizing the talents, contributions, insights, and skills of people from diverse backgrounds, cultures, and generations. Projecting a sincere appreciation and respect for others' needs, styles, perspectives, goals, and individuality.

Work Standards - Practicing good organizational stewardship and setting high personal standards for quality of work. Assuming responsibility and accountability for job duties and actively demonstrating respect for the work of others in the organization.

COMPANY DESCRIPTION

TBC is a mission-driven organization proudly representing Texas cattle producers across the state and working to educate and inspire people to gather around the table over a shared love of beef.

Our core values are:

Passion: We are passionate about beef and committed to the work we believe we are fortunate to do.

Empowerment: We empower ourselves and others by sharing knowledge, responsibility, and ownership of outcomes.

Trust: We pursue trusted relationships built on integrity, accountability, and collaboration.

TBC offers employees a competitive compensation and benefits package and a flexible and collaborative work environment. Our office, located on 17 beautiful acres in NW Austin, is an inviting ranch-style building with a top-notch kitchen and event space designed for beef promotion and education. If you love beef and value a work environment that is passionate, caring, rewarding, fun, inspiring, and fulfilling, look no further than TBC.

BENEFITS

- Health Insurance
- Dental Insurance
- Vision Insurance
- Paid Vacation
- Sick Time
- 401(k) with Company Contribution
- Life Insurance
- Long-Term Disability

Submit resume and cover letter online at resumes@txbeef.org.