Position Announcement

The Michigan Association of Timbermen (MAT) is seeking a candidate for the position of Executive Director for its Association. As the key management leader for the Association, the ED should possess extensive knowledge of the forest products industry policies in Michigan. Other duties will include but not limited to the following:

- Plan, develop and implement new programs and ideas to promote and increase membership involvement.
- Promote growth of the association through outreach of members, meet onsite with current members as well as recruit new members, and other organizations that enhance our image with the public.
- Meet with current and potential partner sponsors to grow our base yearly sponsorships.
- Assist MAT’s lobbyists with national and state legislative issues, which affect our industry.
- Assist/manage office staff to meet goals.
- Participates in preparation of educational and technical assistance to members and the public.
- Excellent verbal and written communication skills.
- Oversee finances of the association, including preparation of long-range forecast and monthly and annual budget reports.
- Direct and coordinate association functions, such as conventions, exhibits, local and regional workshops.
- Travel to meetings, job sites, and educational programs to represent the association.
- This position will report directly to the president of MAT.
- Represent the Michigan Association of Timbermen with professionalism and a positive attitude at all times.

This position will be a salary position plus benefits with yearly performance evaluations. Compensation based on qualifications and experience

Please submit your resume in confidence to: doyleforestproducts@gmail.com

Deadline for Resumes is November 30, 2022