



Position: **Director, International Programs**
 American Peanut Council

About APC:

The [American Peanut Council](#) works to support the long-term growth of the U.S. peanut industry. The Council represents the entire peanut supply chain, from growers to processors to manufacturers, and the companies that support those sectors. The APC works to grow and defend export markets for U.S. peanuts and peanut products; coordinate peanut-focused scientific research across the supply chain; lead the industry's efforts on sustainability; provide industry leadership on food safety and crisis management

Position Summary:

Supports the development and execution of the industry's export strategy for U.S. peanuts. Implements the USDA - Foreign Agricultural Service Unified Export Strategy (UES) and Regional Ag Promotion Programs (RAPP) under the direction of the VP, International Programs. Manages a portfolio of countries and/or activities as assigned. Supports the work of consultants to address and resolve technical barriers to trade.

Position Description:

- Independently manage trade servicing/consumer marketing programs in target or emerging markets as assigned by VP, International Programs.
- Assist with preparing annual UES applications, RAPP applications, and other federal or state grant applications.
- Track and report progress toward goals of new industry export strategic plan.
- Coordinate inbound and outbound trade missions and trade show exhibitions.
- Review and process invoices from international contractors to ensure compliance with FAS program regulations.
- Support USDA compliance review process in coordination with VP, International Programs and Director of Finance.
- Plan, track and report status of budgets for assigned markets
- Draft reports, presentations, articles, and other communications materials related to international programs for internal and external audiences.
- Update messaging documents and other export program information in coordination with VP of Communications and industry members.
- Prepare requests for proposals, evaluate responses, and plan and execute new market development activities in coordination with the VP, International Programs and VP of European Marketing.
- Travel to assigned international markets to oversee trade/consumer programs.
- Support and take notes of monthly Export Committee meetings and industry meetings
- Respond to industry requests for export-related information, including statistics, and distribute trade leads.
- Assist with ongoing domestic tote bag supplier certification process
- Other responsibilities as assigned by VP, International Programs.

Education and Experience:

Bachelor's degree required, advanced or technical degree a plus. Minimum five years' professional experience in the area(s) of international marketing, international development, agricultural economics. Must be familiar with FAS Cooperator Programs. Demonstrated experience working in a team setting. International language skills a plus. Available for frequent international and domestic travel (5-8 trips per year).

Reports to: Vice President, International Programs

Start date: Target start date of January 1, 2025

Location: Alexandria, VA. APC operates a hybrid model of in-office and remote working.

Position Type: Full-time – 40 hours per week

To Apply:

If you are interested in this position, please submit a cover letter outlining your qualifications and your resume to pvlazakis@peanutsusa.com and rowen@peanutsusa.com, noting "Director, International Programs" in the subject line. The American Peanut Council is an Equal Opportunity Employer and Provider.

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