



Researcher and Writer

Matson Consulting, LLC is seeking a Researcher and Writer to assist with various projects related to agricultural business consulting.

Company Information:

For nearly 15 years, Matson Consulting has excelled in its mission of offering business expertise that enables rural business to succeed. We have worked within a broad spectrum of rural industries and with hundreds of entities to provide valuable analysis in the creation studies, plans, and reports. Over the years, our main focus has been the creation of feasibility studies and business plans for agricultural value added and local food ventures. As the business has grown, we have extended our reach to include other businesses and significant work with development centers and local governments. For more information, please visit: www.matsonconsult.com.

Responsibilities:

- Conduct industry research to verify facts, dates, and statistics
- Collect and analyze data and research including agricultural industry and financial information
- Conduct client interactions, either in-person, by phone, or through email
- Prepare or modify business plans, feasibility studies, marketing plans, grant applications, and other documents
- Illustrate data graphically and translating findings into written text
- Organize presentations for client meetings, conferences, and workshops
- Communicate effectively with industry experts and office personnel

Duties require frequent use of independent judgment in order to complete general assignments. Local and regional travel is also required.

Candidate Preferences:

- Experience or background in agriculture, agribusiness, or a related field
- Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar
- Strong communication skills and client orientation, ability to listen and to influence without dominating the discussion
- Ability to communicate effectively in writing and verbally as appropriate for the needs of the audience
- Ability to work in teams as well as independently
- Strong critical thinking skills
- Proficient in Microsoft Office Word, Excel, and PowerPoint

Contact Information:

Please send resume with attached cover letter to: jshaw@matsonconsult.com