

Associate Farm Financial Consultant

Summary of Position:

A successful candidate will work directly with NFBI's Farm Financial Consultants in the preparation of client's analysis and tax preparation services. The position is essentially an on-the-job training for a long-term career with NFBI. NFBI's office is located in Lincoln but we work with producers across the state so the successful candidate will have some travel required (including 10-20 overnights) within Nebraska. In addition to working directly with consultants, the position requires monthly accounting processing, other data entry, and miscellaneous office tasks such as copying and scanning documents.

A successful candidate will:

- Have a Bachelor's Degree (Agricultural Economics or AgBusiness, preferred)
- Be detailed oriented
- Have strong organizational skills
- Be a self-starter
- Be able to maintain strict confidentiality
- Work closely with others in a team environment
- Be passionate about working with farm families

Key Result Areas

Direct Client Work

- Work with Senior Consultants to learn how to be a consultant
- Travel with Senior Consultants to assist at client meetings
- Assist Senior Consultants with client work
- Contribute to the team at NFBI

General Office Tasks

- Process in-house accounting as needed
- Prepare and print analysis covers
- Work to complete annual summer project list
- Assist in preparing the annual average books within two weeks of the data being final
- Assist with other office projects as needed

Promotions

- Promote NFBI at events to provide education to clients, potential clients, and others involved in production agriculture
- Attend tradeshow and other promotional opportunities to help gain new clients
- Prepare promotional materials for prospective clients