

Cultivate

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Full-Time, Local

Director of Sourcing & Merchandising

Company Overview

In 2010, Cultivate introduced a better way to gift that companies and recipients could benefit from: invite people to select a gift of their choice. Since then, our team of Gifting Experts has evolved the industry and become a trusted partner for a growing portfolio of Fortune 1000 clients like IBM, Verizon, Boeing, and Charles Schwab.

After a decade of successful On-site Gifting, we launched an all-in-one Online Gifting Platform designed to help companies deliver appreciation to people's inboxes while leveraging data, tech, and savvy tools to track and measure their Return On Appreciation. Now, we have a unique opportunity to offer various gifting solutions to our existing clients, new markets, and the \$240B+ corporate gifting industry in the United States.

As we head into our next decade of growth, Cultivate is recruiting across multiple teams and looking for innovative people to join our team and start-up environment that's backed by 12+ years of success. If you want to put your skills and talents to use, helping companies create meaningful connections through gifting, and have the grit and determination to help further our company mission, we'd love to hear from you!

What We Need

Cultivate is currently recruiting a full-time Director of Sourcing and Merchandising. This individual must have a passion for consumer products and an eye for identifying the hottest brands on the market. At Cultivate, we always deliver a choice of options to gift recipients, so curating and merchandising the most amazing selection of items for people to select from is key to our success. With this philosophy in mind, this individual will lead a dynamic team in a fast-paced, start-up mentality environment to manage all aspects of curating gift collections, ordering all products from brands/suppliers, and managing all supply partnerships. As the leader of Cultivate's Sourcing and Merchandising team, this position will report directly to the President and Integrator.

What You Will Do

- Lead a team that scours the world for the best brands and products — category leaders and brands that scream premium and quality and aspirational products that people don't need, but they want
- Oversee the Sourcing and Merchandising Team that strives to curate the most amazing collections of products for gift recipients to select from, both for our onsite events and our online gifting platform
- Be a brand and product guru, seeking out and securing partnerships and wholesale accounts with up-and-coming brands that will help make our form of appreciation stand out in a wide and changing marketplace
- Collaborate cross-departmentally, with the Sales Team in particular, with a yes mentality approach to balancing client requests with our mission to deliver a return on appreciation
- Source, evaluate, select suppliers, negotiate contracts, and monitor the quality and timeliness of products
- Seek out and adopt the use of software and systems to improve efficiencies across the department
- Lead performance management efforts, provide formal annual reviews, provide recognition for effective performance
- Develop annual team and individual goals consistent with Cultivate's organizational objectives
- Execute decisions and develop processes that promote efficient internal and external strategies
- Understand operational needs and how to maximize company spend
- Meet regularly with respective departments to aid in the procurement process and understanding
- Assist the Sourcing and Merchandising Manager with structuring incoming custom sales requests for proposals
- Set clear deadlines and prioritize multiple tasks simultaneously for the department
- Prepare and maintain weekly and monthly data for reporting to use data to better inform how we build gift collections

Must Haves

- Bachelor's Degree in a related field
- At least 6 years of management experience leading a team of 4 or more
- In-depth knowledge of procurement processes, including strategic sourcing, contract negotiation, supplier management, and procurement risk management
- Understanding of procurement best practices and industry trends
- Ability to align procurement strategies with overall business goals and objectives
- A strong voice in leadership
- Advanced knowledge of Excel, PowerPoint, and Google Suite
- Experience working and partnering with a Sales Team
- Proficient negotiation skills to secure favorable terms and conditions with suppliers
- Experience in managing complex negotiations, contracts, and agreements
- Ability to interpret, analyze, and summarize data for the Sourcing and Merchandising and Leadership Teams
- Detail-oriented and able to complete assigned tasks quickly and accurately without requiring follow-up
- Highly organized, self-motivated
- Strong oral and written communication skills, ability to interface with suppliers, clients, and guests regularly
- Client-focused attitude

Standout Skills

- Change management and continuous improvement methodologies
- Experience establishing goals, tactics, work plans, and adjusting metrics to achieve desired outcomes
- Strong ability to develop and execute
- Strong ability to influence multiple stakeholders with negotiation skills

Compensation and Benefits

- Annual salary of \$107k - \$130k, depending upon experience.
- Benefits include:
- 401k Plan a 4% employer match
- Insurance plans (health, vision, and dental)
- Employer monthly contribution of \$250 to medical premium
- Employee Assistance Program
- Paid time off, including seasonal half-day Fridays
- 9 paid holidays per year and a floating holiday
- Employee recognition programs
- Referral bonus opportunities