

**Position Vacancy Announcement**  
**Director**  
**Alabama Medical Cannabis Commission**

The Alabama Medical Cannabis Commission (“the Commission”) announces the opening of a search for the position of Director. The Director of the Commission is selected by the Commission and serves at the pleasure of the Commission.

The Director is responsible for all administrative operations of the Commission. Responsibilities include preparing administrative rules, policies, and procedures of the Commission; overseeing the regulation and licensing of all aspects of medical cannabis as regulated by the Commission; overseeing the inspection, audit, and investigation of licensees; developing and implementing secure tracking systems for patients and licensees; maintaining all records of the commission; serving as secretary of the commission; providing consultation and training for public officials, public employees, and lobbyists on the application of the Alabama Medical Cannabis Laws; overseeing the complete and proper reporting of financial interest information and any other data required by the Alabama Medical Cannabis Law and performing other duties as delegated by the Commission. The Director serves as liaison to the Legislative, Judicial, and Executive branches of government on medical cannabis-related matters, as well as the primary media contact and chief spokesperson for the Commission.

Must have experience and a thorough working knowledge demonstrating ability to work with legislative bodies collectively and individually to ensure compliance with legislation and demonstrated ability to address and affect the legislative process on issues directly related to Act No. 2021-450, and or other legislative initiatives that could affect the current Act.

**QUALIFICATIONS:**

**STATUTORY REQUIREMENTS:** Must be 30 years of age and a citizen of the State of Alabama for the previous five years.

**EDUCATION:** A bachelor’s degree from an accredited college or university is required.

**EXPERIENCE:** Extensive supervisory and managerial experience preferably including state or federal experience overseeing regulatory and licensing operations.

The salary for this position will be determined by the Medical Cannabis Commission. The Director shall also receive the regular benefits afforded to State employees. A completed application packet consists of:

1. A cover letter relating to the applicant's experience as outlined in this vacancy announcement;
2. A current résumé;
3. The names and contact information (including telephone numbers) of three references.

**Résumés must be received by August 30, 2021 and should be addressed to:**

Alabama Medical Cannabis Commission Selection Committee  
C/O State Personnel Department  
64 North Union Street  
Montgomery, Alabama 36130

OR

Submitted via email to: [personnel@personnel.alabama.gov](mailto:personnel@personnel.alabama.gov)

All initial applications will be treated as confidential. After a thorough review of all available information, the search committee will determine a final list of candidates. The final candidates will be notified and only the names of candidates who choose to move forward with the interview and selection process will be made public. All other applications will remain confidential.

The Selection Committee expects to compile its final list of candidates by September 6, 2021. The Medical Cannabis Commission anticipates that the selection of the new Director will occur by September 9, 2021.

For a more detailed job description, please click link: [Medical Cannabis Commission Director](#)