



The Canadian Meat Council is seeking a:

DIRECTOR of REGULATORY AFFAIRS

POSITION SUMMARY:

- Registering annual sales of \$28 billion, exports of \$5.7 billion to 120 markets, and 66,000 direct jobs, the Canadian Meat Council has represented Canada's federally inspected meat processing industry and its suppliers since 1919.
 - The Canadian Meat Council aims to advance common industry positions of its members with priority given to four strategic areas: member services, regulatory affairs, trade & market access, and animal welfare. The Director of Regulatory Affairs will represent the industry with government and related stakeholders on the priority issues affecting the operations of CMC members, and be dedicated to resolving their common concerns. This shall include both coordinating and developing regulatory positions, policies and engagement strategies on various matters, as well as executing on them.
 - Giving consideration to the breadth of responsibilities in this role, the successful candidate must be equally at ease with the development of technical and detailed positions of a regulatory nature as well as in representing members' interests at the highest levels of government, including regulators, and the industry.
 - The Director of Regulatory Affairs works in close collaboration with the President and CEO, CMC staff as well as CMC members in furtherance of the Council's strategic objectives.
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SPECIFIC ACCOUNTABILITIES:

The Director of Regulatory Affairs is a key resource for CMC staff as well as government public servants and elected officials on issues that matter to the meat industry. The Director of Regulatory Affairs has the following specific accountabilities:

- Identify and communicate regulatory issues, as well as coordinating the industry's prioritization of these matters, in keeping with the Council's strategic objectives.
- Drafting of CMC regulatory submissions by spearheading the development of the industry's position through member consultations.

- Monitor the activities of international organizations such as Codex, the OIE, the WHO International Agency on Cancer Research (IARC) to facilitate industry involvement in current or emerging regulatory issues of interest.
- Represent the industry at government and other stakeholder meetings, including presentation of meat industry perspectives at both domestic and international meetings.
- Support broader advocacy activities that enable the successful operation of meat processing facilities.
- Support CMC colleagues leading on issues of interest to the industry, including pre-planned and responsive government and media relations initiatives.
- Develop strong relationships with representatives of other segments of the food processing industry and coordinate activities where appropriate.
- Provide information or advice to members on regulatory issues, as required.
- Organize and deliver workshops on regulatory matters, as required, or participate in the design and delivery of workshops with federal government departments and agencies.
- Provide guidance and advice on agenda items for Technical Committee meetings; participate in regular Technical Committee meetings.
- Work to resolve priority strategic issues with the Canadian Food Inspection Agency to mitigate the regulatory burden of members.
- Produce numerous plans, reports, presentations, briefing documents in a timely fashion such as:
 - a. Updates on Regulatory Affairs for the Annual Report, Board meetings and member Bulletins.
 - b. Regulatory Bulletins to inform members of new compliance requirements.
 - c. Discussion or Position papers on regulatory matters for Board meetings.
 - d. Broadcast e-mails to members advising of upcoming Health Canada and CFIA regulatory or technical consultations.
- Promote both regular and associate membership in the Canadian Meat Council.
- Assist the President & CEO in the event of a major recall or food safety crisis, as required.
- Provide support to the Prepared Meats Committee, including overseeing or actively engaging in special Committee projects.

POSITION REQUIREMENTS:**Education:**

➤ Post-secondary education degree and / or experience in the meat industry or agri-business issue management.

Skills and Abilities:

➤ Minimum of 10 years' working experience. Preference may be given to candidates who are regulatory affairs professionals in the meat industry.

➤ Ability to function simultaneously as an integral contributor and participant in a team environment as well as ability to be a strong individual advocate of meat processor interests at all political and official levels of government;

➤ Strong sense of responsibility and accountability for driving progress;

➤ Ability to be equally effective on both transactional and strategic tasks;

➤ Self-starter, highly motivated with proven ability to take initiative in an executive environment;

➤ Be committed to serving the CMC members with a results based attitude and willingness to be flexible to meet the needs of the members;

➤ Demonstrated ability to cut through complex issues and deliver outcomes with advanced problem solving skills;

➤ Undeterred by process barriers and bureaucratic environments;

➤ Excellent communication skills, including listening and presentation skills in high pressure situations;

➤ Ability to manage multiple high profile topics simultaneously.

Language Proficiency:

➤ Fluency in Canada's both official languages preferred.

Compensation:

➤ Commensurate with experience.

Resumes along with a cover letter must be submitted to the attention of Laurence

Lavallée, Communications Coordinator, by email at laurence@cmc-cvc.com, by fax 613-729-4997 or by mail at Canadian Meat Council 930-220 Laurier Avenue West, Ottawa Ontario, K1P 5Z9.

We thank all applicants for their interest in this position, however, only those applicants selected for further consideration will be contacted.