

# Job Description

**Job Title:** Food Business Manager (Fish)

**Department:** Food Business

**Reviewing Manager:** Head of Food Business

## 1. OVERALL OBJECTIVE(S) OF THE POST

- To raise baseline standards for fish welfare in the global food supply, and specifically:
  - Working directly with Global Fish producers to adopt
    - humane methods of slaughter for private label and branded fish products
    - humane rearing policies for the five main farmed species for private and branded products.
  - Drive new business opportunities and connectivity across the Global Farmed Fish industry

## 2. SCOPE OF JOB

- Consultancy approach to securing policy commitments for, and implementation of, higher welfare aquaculture and humane slaughter practices in the food industry
- Influence decisions by optimising our industry acclaimed offer to business and utilisation of newly formed resources for 5 key species: <https://www.compassioninfoodbusiness.com/resources/fish/>
- Drive impact through management of total supply chain - knowledge of fish supply chains would be highly advantageous in delivery of role
- Drive New Business Development in relevant markets through corporate outreach and relationship building, to identify needs and structured solutions to optimise fish welfare, with particular emphasis on fisheries, processors and manufacturers.
- Strategic mapping of account portfolios in collaboration with other Food Business Managers, to deliver on objectives and impact
- Integrate fish welfare into the Food Business programme via its established tools and forums.

## 3. POSITION IN ORGANISATION

- Reports to the Head of Food Business
- Maintain excellent working relationships with leading food companies, fisheries, and other relevant stakeholders.
- Collaborate with the Food Business Director, Marketing Communications Manager and Research Manager to obtain the necessary technical support or professional skills related to partnership work.
- Manage expenditure for engagement and specific activities with companies as agreed with Head of Food Business
- Develop and maintain good working relationships with all members of staff
- Develop strong and effective working relationships with the Research, Campaigns and Media teams

## 4. PERSON SPECIFICATION

Requirements to carry out the job effectively (and which may be developed). The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Proactive approach to develop and execute the fish business strategy, with starter/finisher competence
- Knowledge and understanding of fish / aquaculture supply chains and trading cycles.
- Able to construct a compelling case for action to motivate and enthuse fish companies and other stakeholders to act
- Able to develop multiple workflows to deadline and within budget, and have a problem solving, 'can do' attitude
- A driven self-starter, who can work on their own as well as in a team
- Experience of initiating and managing complex projects with external partners is essential.
- Possess a commercial understanding of the issues, practices and strategy in sustainability and CSR and/or farm animal welfare within the fish supply chain
- Strong knowledge or experience of working within the food industry is highly desirable, particularly in areas such as procurement, marketing, sales or CSR
- Experience of working in a bilingual environment, including translating information and work programmes to suit different markets, a distinct advantage

- Ability to travel is essential

ESSENTIAL	DESIRABLE
Knowledge	
<ul style="list-style-type: none"> <li>• Fluent in English to business level</li> <li>• Demonstrable knowledge of account management or partnership development</li> <li>• Experience of working in or with the fishing industry</li> <li>• Understanding of key fish welfare issues</li> <li>• Proficiency in another European language</li> <li>• Expert understanding of influences within a supply chain.</li> <li>• Extensive knowledge of supply chain management, buying or CSR, preferably within the fish industry</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrable knowledge of sales, marketing or communications</li> <li>• Knowledge of technical issues related to fish animal welfare</li> <li>• </li> </ul>
Education / Qualifications & Training	
<ul style="list-style-type: none"> <li>• Educated to Degree level</li> </ul>	<ul style="list-style-type: none"> <li>• Degree in a relevant subject (animal or business related)</li> </ul>
Skills & Abilities	
<ul style="list-style-type: none"> <li>• Proven business development and relationship management skills; including internal and external customer service and outreach</li> <li>• Ability to influence, and to adopt a firm yet diplomatic approach in challenging situations</li> <li>• Strong interpersonal and communication skills, both oral and written</li> <li>• Effective time management with the ability to prioritise, and manage concurrent workstreams, to ensure deadlines are met</li> <li>• Ability to work on own initiative, and as part of a team</li> <li>• Good IT skills including Microsoft Office applications and internet</li> <li>• Able to implement recommendations in support of goals</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to influence at a senior level</li> <li>• A creative approach with the ability to develop new ideas</li> <li>• Ability to analyse data and provide recommendations</li> <li>• Working experience of 'Salesforce'</li> <li>• Proven project management skills</li> </ul>
Personal Qualities	
<ul style="list-style-type: none"> <li>• Positive disposition</li> <li>• Team player</li> <li>• Energetic</li> <li>• Well organised</li> <li>• Approachable and adaptable</li> <li>• Confident, persuasive and assertive</li> <li>• Excellent at networking and forging new contacts / relationships</li> <li>• Solution orientated</li> <li>• Proactive</li> <li>• Ability to extensively travel internationally</li> </ul>	<ul style="list-style-type: none"> <li>• Innovative and creative</li> </ul>

## 5. ADDITIONAL TASKS

- Assist with other departmental duties where necessary
- Take due and reasonable care of oneself and others in respect of Health & Safety at Work
- Act in a manner that enhances the work of the Compassion in World Farming and its overall public image
- In all work activities, comply with data protection legislation and Compassion in World Farming's requirements for the protection of personal information and the privacy of individuals
- Provide formal and informal training at the request of your line manager, senior manager or a director, on your areas of expertise, to other members of staff, work experience students etc.
- Contribute to the overall aims of Compassion in World Farming
- Take initiative to establish constructive relationships with other organisations in liaison with your line manager
- Work on projects / tasks as specified by the Management / Directors

- Attend and participate in meetings
- The job description is not exhaustive and you may be asked to carry out additional tasks which are appropriate to your experience, as required by your line manager
- Due to the nature of the role, there may be a requirement to carry out some work out of office hours. This work is to be arranged in accordance with procedures

## SUMMARY OF MAIN TERMS AND CONDITIONS OF EMPLOYMENT

The following information is intended as a useful guide to applicants considering joining Compassion in World Farming. Full details are supplied with an offer of appointment.

### 1. **Eligibility to work in the UK**

In order to comply with legal requirements, as part of our selection procedure we ask all potential employees to prove their eligibility to work in the UK.

### 2. **Hours**

The basic working week is 37 hours. Normal office hours are between 9:00 and 5:30 Monday to Thursday and 9:00 and 5:00 Friday, with a one hour lunch break each day.

It may be necessary on occasions to work additional hours according to operational need. On these occasions, we may offer Time Off In Lieu (TOIL).

### 3. **Salary**

Candidates will normally be offered a starting salary appropriate to their qualifications and experience as indicated in the advertisement.

Salaries are paid on the 28th of each month by credit transfer to a bank or building society account.

### 4. **Holidays**

The holiday entitlement is 25 days per calendar year (1 April to 31 March). Bank and Public holidays are taken in addition to this.

### 5. **Probationary period**

The first six months of employment will be counted as a probationary period.

### 6. **References**

An offer of employment will be subject to the receipt of satisfactory references. We require two employment references, one of which must be from the present or most recent employer. These should, if possible, cover a period of at least the last five years.

### 7. **Other benefits**

These include a healthcare cash plan, pension contribution, season ticket loan, Cycle2Work bike scheme, payroll giving, buying additional leave, flexible working, free car park (first come first served availability), situated next to Godalming train station, contribution awards and long service awards.