

**Campden BRI (Chipping Campden) Limited**

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**Campden BRI (Nutfield)**

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## Job Profile

### Assistant Food Law Advisor

### UK / EU and / or International Team

### Regulatory Affairs Department Based in Chipping Campden, Gloucestershire or Nutfield, Surrey

For enquiries concerning this job, please contact:

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Campden BRI provides scientific, technical, and legislative support to the food, drinks and allied industries worldwide. The practical application of technical excellence lies at the heart of all that we do and is supported by our industry-leading facilities, expertise and knowledge.

From analysis and testing and operational support to knowledge management, all our activities are built on an extensive programme of research and innovation steered by industry to ensure maximum commercial relevance.

We provide services to companies all along the supply chain, but offer discounts, access to expert advice and other benefits for those that come into membership. Many of our clients are major blue-chip companies and household names.

## Locations

The Campden BRI Group operates from three sites in the UK and a fourth in Hungary. The site in Chipping Campden employs over 300 full or part-time staff and a further 50 staff are employed at the site at Nutfield, Surrey. Our Regulatory Affairs department sits across two of our UK sites, the UK / EU team operates from the Chipping Campden site and the international team operates from the Nutfield site. The position can be based at either site depending on the interest and skill set of the suitable candidate. Occasional travel to other Group sites may be required.

## Department

It is an exciting time to join Campden BRI as we are experiencing considerable economic success and growth, and have been actively investing millions into the staff, equipment and infrastructure at our sites. With wide support from clients in the food and drink industry around the world, and a £2.5 million membership programme supporting research and development, we are constantly improving our services, knowledge and expertise. As such, this role is an excellent opportunity to join one of the premier Food and Drink organisations.

Our commercial success has also been reflected in our Regulatory Affairs department, which is widely recognised for its expertise in the interpretation and commercial application of International and UK food law. Its reputation has grown steadily over the past decade, notably as a result of successful innovative high-profile work for the public, private and third sectors. The challenge for the department is to continue to grow, innovate and improve our regulatory services, driven by our strong team of expert staff and continuing investment from the business. This new role has become available as a result of the success of our business development activities and the need to recruit a new team member to support us delivering the work to our clients.

## Overall purpose of position

To support the provision of safe, honestly-marketed food is a legal, commercial and moral imperative. Food Law Advisers help members consistently and efficiently meet complex, demanding and shifting legal requirements. This is important in helping to secure the recruitment and retention of members and in attracting profitable external revenue to the business.

## Duties and responsibilities:

- To develop, maintain and extend a high level of awareness of current food legislation, related issues and likely developments.
- To answer questions from members, other clients and colleagues on the content, application and interpretation of the above.
- To contribute to Campden BRI scheduled legislation courses and publications and events.
- To initiate new business and deliver contract services on time and within budget. To contribute to the development and delivery of research projects.
- To recommend and implement change in services, products and systems.

- To develop self to enhance performance and professionalism.
- To undertake such other duties as may, from time to time, reasonably be required by line manager.

## Qualifications and competencies

Graduate level qualification(s) in science, law or related subjects.

An understanding / knowledge of food law in relation to commercial, enforcement or policy setting would be an advantage

Well-developed communication skills – upwards, downwards and outwards

**International Team; Language skills essential (Spanish, German, French, Polish)**

## Key skills

### Communications

Clearly explains complex legal provisions, concepts and developments.

Provides extensive, individually-tailored written and verbal information and advice.

Periodically collates and prepares written summaries of legislation

Client interaction in respect of questions on content, application and interpretation of food law and related issues. Strong verbal and written communication

Confidential in all communications with clients and colleagues.

### Analytical Skills & Creativity

Aims to routinely and authoritatively interpret continually-changing, complex legal and business material and its practical application in a variety of commercial settings. This would be with support from line manager.

### Working Environment

Primarily based at our Nutfield or Chipping Campden site, Surrey or Gloucestershire, but requirement for occasional travel.

## Pay and benefits

<b>Salary:</b>	From £17,750 to £25,000, depending on experience
<b>Grade:</b>	G2
<b>Holidays:</b>	24 days plus statutory holidays and a holiday exchange scheme
<b>Pension scheme:</b>	Campden BRI operates a pension scheme
<b>Training:</b>	Campden BRI is committed to ensure all staff receives appropriate training to support their job function and business needs.
<b>Health:</b>	Campden BRI also operates a <b>'permanent health scheme'</b> if you are unable to continue work for health reasons, and a <b>'death in service'</b> scheme
<b>Others:</b>	Other benefits include subsidised restaurant/vending machine and parking on site.

## Further Information

If further information is required, please visit our website [www.campdenbri.co.uk](http://www.campdenbri.co.uk)