

**Campden BRI (Chipping Campden) Limited**

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**Campden BRI (Nutfield)**

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# Job Profile

## Regulatory Affairs Team Manager

### Regulatory Affairs

### Based in Chipping Campden, Gloucestershire

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 role as advertised could be based at either the Chipping Campden site or the Nutfield site and may require from time to time travel to other Group sites.

The site in Chipping Campden employs 300 full or part-time staff. A further 50 staff are employed at the site at Nutfield, Surrey and 20 staff are employed at our site in Budapest, Hungary. We also have a Consumer Test Centre in Leamington Spa.

### **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.

### **Duties and responsibilities:**

Reporting to the Head of the Regulatory Affairs Department, the Regulatory Affairs Team Manager is primarily responsible for developing, supporting, coaching, motivating and growing the team of regulatory advisers, expanding portfolio of services and improving procedures and working practices whilst ensuring a high level of service is delivered to all clients.

The role will focus on team management, strategy & business development, process management and regulatory consultancy work.

### **Qualifications and competencies**

- Graduate level qualification(s) in science, law or related subjects
- An extensive knowledge of food law acquired in a commercial, enforcement or policy setting over at least 5 years and significant practical experience in delivering projects in this area. Good understanding of the food industry.
- Track record of larger scale project management and securing significant revenue
- Strong team management skills – ability to motivate and coach
- Strong leadership, problem solving and IT skills.
- Excellent presenting skills. Fluency in additional language beneficial, but not essential
- Excellent customer service-oriented and committed to providing an outstanding level of service to all.

## Key skills

### Communications

Analysing information in a structured manner and preparing coherent communication, upwards, downwards and outwards.

Responding to questions from members, clients and colleagues on the content, application and interpretation of the food legislation.

Representing company at conferences, forums.

Maintain a high level of awareness of current food legislation, future developments and communicates such to the team and clients.

Managing relationships with clients and external partners, preparing quotes and proposals.

### Analytical Skills & Creativity

Establishing team' and clients' needs precisely through appropriate and effective engagement.

Gathering and reviewing information, often outside of the ordinary, to elicit the essential relevant details requiring sustained focus and concentration.

Thinking logically and with clarity to synthesise this material into coherent findings, free of errors, ambiguity or inconsistency.

Developing these findings into comprehensible and practicable propositions that solve internal and external challenges in an effective and creative way.

### Pay and benefits

<b>Salary:</b>	Guide £40,000 - £53,000pa dependent upon experience
<b>Grade:</b>	G4
<b>Holidays:</b>	25 days plus public holidays and a <a href="#">buying/selling holiday scheme</a> .
<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 operates a 'permanent health scheme' if you are unable to continue work for health reasons and a 'death in service' 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)