



OPPORTUNITY

Title: Regulatory, Strategy, and Planning Manager
Location: Edmonton, Alberta
Type: Permanent, full-time
Hours: 37.5 hours/week
Posted: 10/06/2020

Work for an organization that believes every employee contributes directly to the growth and success of Alberta Milk!

ABOUT US

We are a non-profit agricultural marketing board established under the *Marketing of Agricultural Products Act* (Alberta). We undertake a wide variety of activities that represent the interests of Alberta's dairy producers, such as marketing, nutrition, and education, transportation, and policy. We are a proud producer-driven organization, where we receive our direction from our board of directors and delegates, whom are all licensed dairy farmers.

Our vision is to be a strategic partner in Canada's dairy industry. We pride ourselves on collaborating to build a thriving industry that produces high-quality milk and dairy products within Canada's supply managed system.

ABOUT THE ROLE

The **Regulatory, Strategy, and Planning Manager** is a team player, self-starter an excellent problem solver. You will lead and oversee the development of strategic and operational support of Alberta Milk, under the direction of the General Manager. You have a proven track record in strategic planning, policy and regulatory development, consultation and engagement, and governance excellence.

As an integral part of Alberta Milk's management team, your key responsibilities are:

1. **Policy and Regulatory Development** to ensure alignment with the direction from our Board, current and future direction of the industry, and with broader provincial and national legislative strategies.
2. **Government Policy Support** through developing and maintaining strong relationships with government officials, elected representatives and staff at all levels of government in relation to policy and regulatory matters.

3. **Strategic planning, business planning and reporting** by supporting the development and delivery of organizational goals and ensure alignment with Alberta Milk's Strategic Plan.
4. **Governance Excellence** by leading professional development work in supporting Alberta Milk and its members and ensuring Alberta Milk's governance manual and governing policies are current and remain relevant.

WHAT WE NEED

- We need an expert at building effective working relationships in a manner that builds trust, credibility, and support.
- Demonstrated alignment to our Vision and Values.
- Bachelor's degree in business administration, public administration, political science, or a related field. A Master's degree is a bonus and a combination of education and experience will be considered.
- At least 6 (six) years of relevant work experience in strategy development, planning and reporting, stakeholder engagement, policy development and governance excellence.
- Comprehensive knowledge of government structures and decision-making processes.
- Thorough understanding of the legislative framework governing Alberta Milk, as well as other industry partners.
- Strong interpersonal skills, tact, political acumen, analytical and strategic thinking.
- Superior written and verbal communication skills.
- Proficient in the Microsoft Office suite of programs.
- An exceptional team collaborator with the ability to work independently
- A high level of emotional intelligence and the ability to effectively work through difficult or challenging conversations.
- Progressive management experience in the government sector and experience with human relations and financial resources are considered an asset.

WHAT WE OFFER

- Competitive compensation
- Excellent extended health benefits
- Flexible work arrangements
- RRSP program
- A culture based on our values of collaboration, knowledge, excellence and customer service
- A demonstrated commitment to fostering a workplace of respect, diversity, and inclusion