



**CANADIAN  
CATTLEMEN'S  
ASSOCIATION**

National Voice Of Cattle Producers

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## **Career opportunity – Policy Manager**

The Canadian Cattlemen's Association (CCA) seeks a policy manager. This is a full-time position based out of CCA's office in Ottawa, ON.

### **Job purpose**

The policy manager will support policy creation and dissemination across a breadth of files at the CCA. Based in the CCA Ottawa office the individual will create and maintain strategic relationships and communication channels with elected officials, staff and government departments. The policy manager will monitor government policy development and regularly contribute to CCA policy communications. This role will maintain ongoing engagement with provincial cattle associations.

This role will also lead CCA's policy development and engagement on food policy including but not limited to topics such as; labelling, grading, food waste, food guides and meat inspection.

### **Duties and responsibilities**

#### CCA policy dissemination

- Organize meetings/events with elected officials, industry and government officials
- Support and engage in effective communication of CCA policy positions to key government representatives and stakeholders
- Maintain inventory and understanding of CCA's policy positions and priorities across all files

#### Staff for CCA's food policy files

- Lead staff for research, analysis and policy recommendations regarding food policy in Canada and abroad
- Participate in policy and regulatory consultations
- Engage in consumer, industry, and government dialogue
- Build and maintain key relationships in nutrition and the food policy community

#### CCA/provincial association relationship management

- Develop agenda and staff Provincial Managers' Meetings
- Monitor provincial policy development
- Maintain key relationships with provincial cattle associations
- Organize and host provincial association fly-ins to Ottawa

#### Communications

- Regular contribution to CCA Action News
- Ongoing media and policy monitoring
- Generate CCA communications to government audiences expressing policy recommendations/requests

- Website content review
- Liaison with agriculture commodity representatives in Ottawa
- Maintain a strong social media presence to highlight industry issues and CCA engagements and priorities

### **Qualifications**

Strategic thinker, responsive and flexible with ability to manage multiple tasks and deadlines and consistently engage with stakeholders in a professional and competent manner. Well organized, resourceful creative problem solver. Strong work ethic, ability to engage grassroots through to minister level audiences.

Candidates should have post-secondary education with an emphasis in agriculture and/or food policy. A minimum of three years related experience requested.

### **Working conditions**

**Location:** Ottawa Office (mandatory)

**Status:** Full-time

**Office hours:** Regular business hours, Monday through Friday. On call 24/7 for crisis or significant breaking news

**Travel:** Some travel is required

**Compensation:** CCA offers a competitive compensation and benefits package and flexible working conditions conducive to the performance requirements

### **Direct Reports**

None at this time.

### **About the CCA**

The Canadian Cattlemen's Association (CCA) is the national voice of Canada's 60,000 beef farms and feedlots. Founded by producers and led by a producer-elected board of directors representing every phase of the production system, CCA works to address issues that concern Canada's beef producers.

This posting will remain open until a suitable candidate is found.

Please send your resume and cover letter to:

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