

UK Pet Food Technical & Regulatory Affairs Manager

This is an opportunity to join a small but highly influential team at UK Pet Food leading on technical and regulatory affairs. The role reports to the Chief Executive.

In this role, you will represent the interests of the UK pet food industry promoting a responsible and sustainable industry whilst driving an appropriate and relevant regulatory framework alongside compliance for members.

This is an exciting role, which will give the right individual an unparalleled opportunity to influence the development and direction of the industry they will represent, and to shape UK Pet Food's technical services for the future. Depending on experience and expertise there is flexibility for the successful candidate to shape and develop the role.

We are a team of 5 based in Holborn but offer flexible working and accommodate working from home. Our office is dog friendly.

Background:

UK Pet Food is the industry body representing the UK pet food sector. Our 100 plus members feed 90% of the nation's pets.

Our Mission is to advance pet health and wellbeing through quality nutrition from a sustainable, progressive UK Pet Food industry. You will be part of this mission.

Our focus areas are nutrition, sustainability and safety and standards. We represent our members, strive to raise standards in the industry and provide educational information on pet nutrition. We work closely with the wider animal welfare sector.

Responsibilities:

Technical & Regulatory Support to Members
<ul style="list-style-type: none"> Acquire, maintain & share relevant knowledge to advise members on technical and regulatory issues as an industry expert. Keep members informed of technical and regulatory issues and developments including feed feed labelling legislation (including product communications), Undesirable Substances, Feed Materials & Trade, Additives. Develop supporting guidance as needed.

<ul style="list-style-type: none"> • Support members on queries related to key pieces of pet food legislation.
<ul style="list-style-type: none"> • Consolidate industry views on official Govt consultations.
<ul style="list-style-type: none"> • Horizon scanning to anticipate potential future issues that could affect the feed sector from feed legislative change, transversal legislative change, and emerging issues.
<ul style="list-style-type: none"> • Run UK Pet Food's technical committees (Safety & Standards Committee & Raw Pet Food Group). Organising regular committee meetings in collaboration with committee chairs. Carry forward and follow through on actions, as agreed during meetings, within the agreed timeframe.
<ul style="list-style-type: none"> • Support other UK Pet Food's committees when technical insight is needed e.g., Sustainability Committee (on packaging regulations) & the Retailer Liaison Group.
Stakeholder Engagement
<ul style="list-style-type: none"> • Be recognised as an expert voice of the pet food industry on technical related matters.
<ul style="list-style-type: none"> • Develop and maintain relations with relevant Govt. bodies, organisations, and associations including: <ul style="list-style-type: none"> - Defra/APHA (on issues such as Animal By-products, imports, and exports) - FSA and Trading Standards Offices (on issues such as feed additives) - UKTI, FEDIAF (European Pet Food Federation), Food and Drinks Federation (FDF) - National Farmers Union (NFU), The Agricultural Industries Confederation (AIC) - The Confederation of British Industry (CBI). - Relevant trade associations such as FABRA, BPC, BAFSAM and BMPA.
<ul style="list-style-type: none"> • Ensure Govt. contacts are fully briefed on the views of associations on specific issues. This will include liaison with members, the development of written / verbal submissions.
<ul style="list-style-type: none"> • Act as the lead intermediary between these key stakeholders and UK Pet Food.
European Associations / Brussels
<ul style="list-style-type: none"> • Develop and maintain relations with the secretariats of the relevant European Associations, mainly FEDIAF. Ensure the European Associations kept informed of UK Pet Food views.
<ul style="list-style-type: none"> • Encourage and initiate submissions by the European Associations on issues of interest and concern to the UK Pet Food.
Internal Collaboration

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| <ul style="list-style-type: none">• Working with the rest of UK Pet Food team on strategic planning and shaping the Business Plan, as well as contribution to events such as the Annual General Meeting (AGM), the Annual Convention, Pet Food and Nutrition Course and projects such as the Annual Report and educational campaigns. |
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Profile: The successful candidate will have:

- Held technical management posts within the pet food/feed/food chain or have a veterinary background.
- A proven track record in developing and nurturing relationships with a range of stakeholders at a range of levels.
- The ability to manage technical issues with tangible outcomes.
- The ability to work individually and as a team player.
- Excellent communication skills both written and verbal
- Capability to add value to an organisation.
- Enthusiasm to push forward and innovate.
- The flexibility to work in a small team with an all-hands-on deck attitude when needed.

Salary & benefits: Starting from £50,000 (depending on skills and experience) plus a range of excellent benefits including an attractive pension scheme, private health, and staff training. This role offers hybrid working with the ability to work from home plus some attendance at our Holborn hub office and external meetings as required.

Working hours:

Core hours will be 9am-5pm with some flexibility as required.

If you would like an informal confidential chat about the role, please email michael@ukpetfood.org

To apply, please send a full CV and cover letter to nicole@ukpetfood.org