



Ontario Pork Industry Council (OPIC) – General Manager Role

Ontario Pork Industry Council (OPIC) OPIC seeks out opportunities and facilitates the movement of information and the development of best practices that promote sustainability for the entire Ontario pork industry. The role of **Manager** is a Part-time position based in Stratford, Ontario.

The Managing Director is hired by and accountable to the Board of Directors of the Ontario Pork Industry Council (OPIC) through the Board Chair. As the most senior staff member of OPIC, the Managing Director is the primary liaison to the Board, is responsible to identify and make recommendations to the Board and has overall responsibility for effective ongoing operational and financial management of the organization. The Managing Director is also responsible, in collaboration with the Board of Directors, to champion the growth and development of OPIC as an organization.

The Position

Status: Contract Hourly

Reports to: OPIC Chair

Location: Stratford, Ontario remote options available

Travel: Some travel will be required

Salary: Commensurate with experience and qualifications

Key Duties & Responsibilities

Working on behalf of the Board of Directors and our member organizations, the Manager provides day-to-day management and coordination of OPIC activities and projects. Key responsibilities include:

- Foster teamwork and collaboration between pork industry industry stakeholders, and the OPIC Board.
- Develop, monitor, and provide updates on all OPIC and industry joint projects and activities from concept development through delivery.
- Develop official communication and facilitate knowledge transfer and information to our OPIC Members. This includes regular updates, news briefs, and website updates.
- Attend and participate in industry meetings as appropriate and oversee the preparation of materials, presentations and records when required.
- Monitor the annual budget and OPIC projects/activities and assess available funding opportunities.
- Participate and coordinate in emergency response and planning initiatives.
- Assist in the development, organize, and administer seminars and training sessions relevant to membership needs and requirements.



Core competencies

The Manager should demonstrate competence in the following areas:

- **Leadership:** Positively influence others to achieve results that are in the best interest of OPIC, its members and its partner organizations.
- **Collaboration:** Establish and maintain positive and progressive working relationships with our members, individuals, government and other organizations.
- **Effective Communication:** Speak, listen and write in a clear, thorough and timely manner using appropriate and effective communication tools and techniques.
- **Planning:** Determine strategies to move the organization forward, set goals, create and implement action plans and evaluate the process and results.
- **Adaptability:** Demonstrate a willingness to be flexible, versatile and/or accepting in a changing work environment while maintaining effectiveness and efficiency.

Education & Experience Required

- Extensive knowledge of the swine or agriculture industry at the provincial, national, and/or international levels.
- Post-secondary degree or diploma in business, science, animal health or agriculture, or equivalent experience.
- 5+ years of experience of proven progressive management and leadership experience.
- Experience with organizational governance is an asset.

Interested applicants can send resumes to projects@opic.on.ca attention of the OPIC Chair. Deadline for applications is May 1, 2021.