



Manager, Policy and Regulatory Affairs

About the Job

Fruit and Vegetable Growers of Canada (FVGC), a national Ottawa-based association, is seeking a dynamic and self-motivated individual to join our policy and advocacy team as a full-time Manager, Policy and Regulatory Affairs.

Our ideal candidate is driven with an enthusiasm for supporting growers by contributing to the organization's advocacy on key issues impacting Canada's fruit and vegetable sector.

If you are passionate about developing and influencing policy and regulations in the agriculture sector, and being part of a dynamic team that interacts with growers, industry associations, government representatives, and other not-for-profits, you are encouraged to apply.

Position Summary

Reporting to the Executive Director, the **Manager, Policy and Regulatory Affairs** will work with the Director of Government Relations, other FVGC staff and Working Group chairs to develop policy and regulatory positions in close collaboration with FVGC's growers across Canada.

Please note that this position has no staff management responsibilities.

Effective written communication and consensus-building skills, discretion, tact and professionalism are paramount in this role.

Primary Duties and Accountabilities

Policy and Regulation

- Develop policy positions and statements on priority policy issues
- Draft FVGC's formal responses to federal policy and regulatory consultations.
- Conduct policy and regulatory analysis in support of FVGC's policy priorities
- Establish and maintain a reputation for high-quality work, critical thinking, consensus building and providing sound advice



Liaison

- Directly support FVGC Working Groups, in collaboration with the Working Group Chairs (i.e. agendas, minutes, Terms of Reference, etc.).
- Work closely with FVGC's members, Working Groups, staff, and other agricultural stakeholders to develop policy to support FVGC's advocacy priorities.
- Develop and maintain collaborative relationships with internal and external partners, including federal government departments and agencies
- Represent the organization at external industry and government events as needed

Qualifications

Core Competencies

- Self-initiative and ability to work independently as well as part of a team
- Outstanding written communications skills with the ability to draft formal correspondence for government audiences on key policy issues
- Excellent verbal communication skills for presenting policy positions to government and discussing policy issues with FVGC members and Working Group Chairs
- Strong project management skills to coordinate and prioritize concurrent projects
- Ability to independently conduct policy and regulatory analysis
- Ability to balance multiple tasks while meeting deadlines
- Strategic thinking, including the ability to quickly identify and understand issues, opportunities, and risks
- Strong presentation and interpersonal skills
- Effective time management skills

Technical Skills

- Excellent understanding of Canadian federal policy and regulatory development and legislative processes
- Proficient in Microsoft Office suite
- Excellent English language skills
- Ability to read and write in French (asset)
- Need to be eligible to legally lobby according to federal lobby rules.

Education and Knowledge

- Knowledge of federal agricultural policies and regulations (strong asset)
- 5-7 years of experience with member-based organizations, volunteer boards and committees



- Agency/consulting experience (asset)
- Experience in the Canadian agriculture, horticulture or relevant industry
- A university degree in agriculture, political or environmental science, or a related field (asset)

Working Environment

- Based at the FVGC office in Ottawa, Ontario, with work from home opportunities two days per week.
- Some domestic travel may be required (10% maximum)

Compensation and Benefits

- This is a full-time permanent position.
- Competitive salary commensurate with experience; excellent benefits program including extended health insurance, travel insurance, RRSP contribution, personal and sick days, vacation allocation and office closure between Christmas and New Year.

The Organization

Fruit and Vegetable Growers of Canada

The Fruit and Vegetable Growers of Canada (FVGC) represents growers across the country who produce more than 120 different commodities, including apples, tender fruit, grapes, berries, field vegetables, potatoes, and greenhouse-grown vegetables. FVGC is a not-for-profit national association, and, since 1922, has advocated for a competitive fruit and vegetable sector, promoting food security for all Canadians. For more information on the organization, its vision and mission, please visit our website: <http://www.fvgc.ca>

How to Apply

Please send a copy of your resume with a letter outlining why this position interests you, as well as your salary expectations, to our recruitment partner at: careers@businesssherpagroup.com

FVGC is an equal opportunity employer and accommodates people with disabilities throughout the recruitment and selection process.