

CropLife America

Position Description

Position Title: Director, Science Policy

Department: Science & Regulatory Affairs

Reports to: Managing Director, Science and Regulatory Affairs

FLSA Status: Exempt

Prepared Date: January 2019

Position Summary: Responsible for the development, implementation and management of effective science and regulatory policy strategies on human health issues in support of CropLife America's objectives, including matters that impact both pesticides and crop technology products, with the objective of minimizing unnecessary or unjustified impacts on the registration (and registration review), manufacture, formulation, and distribution of registered uses of crop protection products.

Essential Duties and Responsibilities:

Essential duties and responsibilities include the following. Other duties may be assigned. Under the ADA, reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Monitor, review and analyze all relevant regulatory initiatives, including the identification of emerging policy issues, to determine potential impacts on the crop protection industry, and communicate threat to CropLife America Leadership and members.
 - Actively monitor existing and emerging federal regulations impacting pesticides, including under Federal Insecticide Fungicide and Rodenticide Act and others, as appropriate.
 - Develop CropLife America comments, in close collaboration with CropLife America's legal team, in response to Federal Register Notices and other calls for CropLife America input on science and policy issues.

- Assist Managing Director in the management of multiple committees, meeting groups and projects.
- Initiate and maintain relationships and effectively work with key Agencies.
- Establish and maintain contact with key career regulatory officials important to achievement of CropLife America's objectives under the direction of the Managing Director.
- Initiate and maintain relationships with, provide leadership for and effectively work with key stakeholders and allied organizations to address specific issues of importance to CropLife America, including the ability to solicit commitments from such organizations.
- Prepare effective advocacy materials including background papers, issue briefs, talking points, amendments, correspondence, and testimony for use by CropLife America representatives and allied organizations.
- Ensure effective communication with CropLife America members and association staff on status of relevant science and regulatory policy initiatives.

Job Knowledge, Skills and Abilities:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed here are representative of the knowledge, skills and abilities required.

- Strong verbal and written communication skills including the ability to distill complex and/or technical information into concise, effective and influential communications.
- Strong analytical, interpretive, evaluative and constructive thinking skills.
- Strong project management skills.
- Working understanding of the science and regulatory issues related to pesticides.
- Skilled at discussing scientific issues with government officials and other stakeholders.
- Competency to draft comprehensive technically relevant comments in response to regulatory initiatives on behalf of the crop technology industry.

Education, Work Experience and/or Licensure

- Graduate degree in health or environmental regulatory science relevant to pesticides.
- Five to seven (5-7) years of experience in regulatory affairs or risk assessment relevant to pesticides.
- Three plus (3+) years of project/issue management experience.

Language Skills

- Must have fluency and strong command of the English language.

Physical Demands

The physical demands listed here are representative of those that must be met by an employee to successfully perform the essential functions of his/her job. Under the ADA, reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Ability to sit for long periods of time, stand, travel up and down stairs, crouch, stoop and reach.
- Ability to lift up to 25 lbs.

Work Environment

The work environment characteristics listed here are representative of those an employee encounters while performing the essential functions of the job. Under the ADA, reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The position requires considerable concentration and creativity. It is subject to stress caused by a changing environment, tight deadlines and workload.
- Travel required for this position is light to moderate. At times travel may be expected on short notice. International travel may be required. Travel and other work-related assignments may include weekends.
- The noise level in the work environment is usually quiet to moderate.