



APPOINTMENT OF SUPPLY CHAIN STANDARD DIRECTOR

APPOINTMENT BRIEF

August 2019

01 AN INTRODUCTION

The MSC runs an exciting and ambitious programme, working with partners to transform the world's seafood markets and promote sustainable fishing practices. Our vision is for the world's oceans to be teeming with life, and seafood supplies to be safeguarded for this and future generations.

An international, non-profit organisation, the MSC's vision is for the world's oceans to be teeming with life, and seafood supplies safeguarded for this and future generations. Through our world-leading certification and ecolabeling programme we recognise and reward sustainable fisheries and through the leadership of our partners, create market incentives to encourage other fisheries to improve the way they operate.

Today, over 300 fisheries around the world, landing more than 15% of the annual global marine harvest, are engaged at some stage of the MSC's independent assessment process.

Further information on the MSC can be found at www.msc.org

THE SCIENCE AND STANDARDS DEPARTMENT

Underpinning and integral to the MSC work and its ecolabel programme are the standards which it sets and maintains: the Fishery Standard and the Chain of Custody Standards. The Fishery Standard is a science-based, fully independent approach to identifying seafood products from sustainable sources. The Chain of Custody Standards ensure that MSC certified seafood is kept separate from non-certified seafood along the supply chain, thereby assuring consumers that only seafood from an MSC certified fishery is sold with the blue MSC label.

The credibility of the standards is critical to the MSC's success, and therefore the Fishery Standard is based on up to date scientific research and developed with the input and guidance of independent experts from the fishing, conservation and government sectors, under the oversight of the MSC Board and its Technical Advisory Board (TAB). The Chain of Custody Standards are aligned to industry best practice.

Assessments against the standard are conducted by independent Certification Bodies (CABs), approved and monitored by an independent Accreditation Body. The MSC does not certify fisheries or determine their sustainability status. Further details are available on our website www.msc.org.

The MSC's Science & Standards team is charged with the development and maintenance of the MSC's standards and certification programmes covering both standards. The team has responsibility for ensuring that:

- certification programme requirements are clear, comprehensive and widely respected;
- assessments against MSC standards are consistent, efficient and robust, as the programme grows;
- MSC certification programmes are accessible globally;
- certification programmes are consistent with and inform international best practice;
- the benefits of MSC certification are established.

02 THE ROLE OF SUPPLY CHAIN STANDARD DIRECTOR

PURPOSE OF POST

Reporting to the Chief Science & Standards Officer, the Supply Chain Standard Director plays a critical role within the organisation, with responsibility for the development and ensuring the credibility of the MSC's Chain of Custody (CoC) program, including the implementation and evaluation of supply-chain related policies and procedures.

Key deliverables include:

1. Chain of custody standards and systems that maintain the integrity of MSC-authorised claims and are appropriate to relevant supply chains and their business needs.
2. An easy-to-understand chain of custody program that applies to all sizes and types of company in the supply chain, generating positive feedback from users involved in the program;
3. High quality and consistent outcomes from appropriately qualified and accredited independent auditors;

As part of the Corporate Strategy Group, the post holder will also be responsible for contributing to the delivery of the vision and mission of the MSC more broadly and to the collective management and strategic development of the organisation.

KEY RESPONSIBILITIES INCLUDE:

Strategic & Operational

- Developing a high-level strategy for Chain of Custody aimed at maximising supply chain efficiencies and integrity, appropriate to all supply chains and relevant MSC claims.
- Provide advice on the wider aspects of supply chain policy, including the contribution of the supply chain to the MSC's vision for environmental sustainability and the MSC's business model, consistent with the objectives set out in the MSC's Strategic Plan.
- Maintaining the chain of custody standard: considering CAB variation requests, tracking fisheries and supply chain companies as they go through the assessment process, communicating and liaising closely with Certification Bodies (CABs) and Outreach staff.
- Developing assessments of risk to the program arising from specific supply situations, such as situations which jeopardise product integrity or situations which might lead to a loss of confidence in the MSC supply chain, and acting to mitigate or manage these risks, in conjunction with colleagues in Science & Standards, Global Communications and Outreach.
- Monitoring program effectiveness, including conducting tests (DNA, tracebacks, and specific investigations) to explore these risks and ensure that the MSC supply chain has the highest possible integrity.
- Identifying the need for new supply chain/COC policy and systems to meet the needs of supply chain businesses or MSC corporate strategy, and developing that policy in line with current best practice in supply chain auditing, whilst maintaining consistency with international and national governmental developments in legislation, systems and IT.
- Working with the Quality and Assurance team when developing new or revisions to existing chain of custody standards to ensure that training on the CoC standard is delivered effectively and in

conformity with ISEAL and other international norms, and with the Strategic Research team to ensure that the impacts of the CoC standard are appropriately monitored and communicated.

- Working with other standard setters and audit schemes to ensure that supply chain auditing is efficient and effective from the point of view of both MSC and supply chain companies (MSC currently maintains the CoC system for ASC).
- Actively managing the development of new research in support of new CoC standard policies.
- Working with the Global Communications teams to actively communicate MSC traceability achievements.

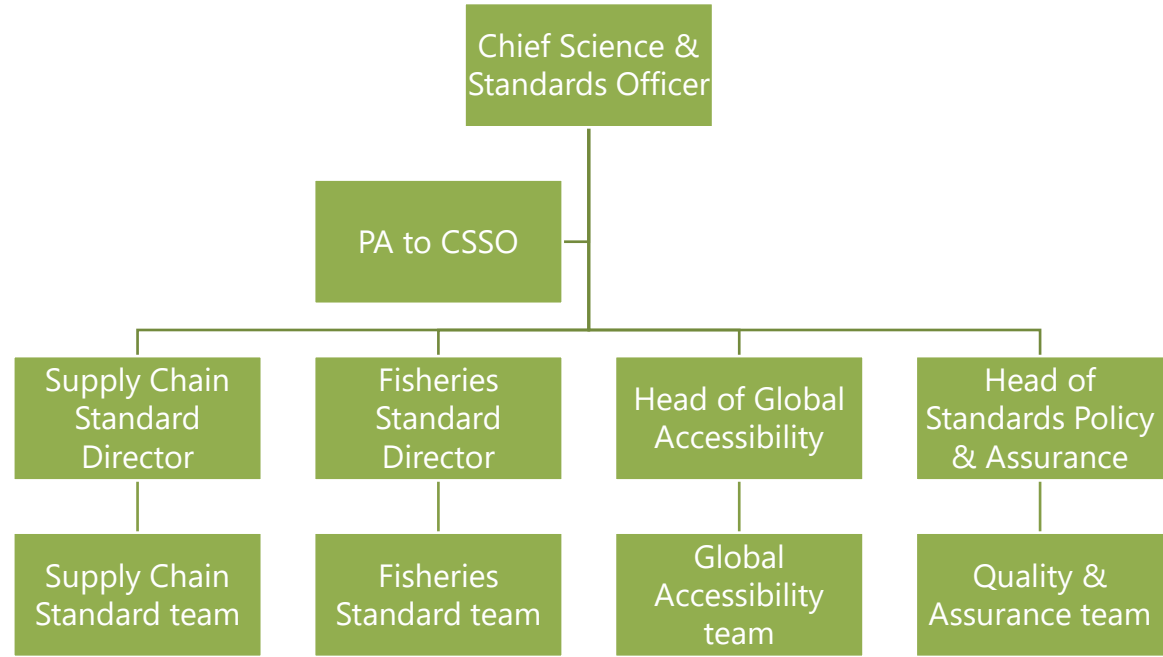
External Relationships

- Representing the MSC at the highest levels internationally, within relevant supply chain, eNGO and commercial forums, with academic institutions, and with other certification schemes.
- Developing partnerships at an international level with key stakeholders from the commercial seafood supply chain and government initiatives relating to supply chain integrity, traceability, auditing.
- Working closely with commercial and eNGO MSC stakeholders to ensure high levels of approval for MSC supply chain strategy.

Internal Activities & Relationships

- Contributing to the leadership of the Science and Standards Department.
- Leadership, motivation and management of the Supply Chain team, in order to achieve the objectives, the Science & Standards Department and of the Integrated Strategic Plan. Managing the use of consultants as necessary. Ensuring the team works effectively and efficiently on projects, prioritising work appropriately.
- Training and reviewing the quality of outputs from the team, in particular the quality of papers presented to the Stakeholder Council and Technical Advisory Board.
- Working closely with other MSC departments, in particular Outreach, Global Communications and Corporate Services (Technology & Data, Logo Licencing especially) functions, to ensure that supply chain systems maintain high integrity and meet the needs of the organisation.
- Working alongside the Chief Science and Standards Officer and Chief Operating Officer to ensure appropriate resource/staff capacity and performance in the team.
- Supporting relevant governance activities, particularly in relation to the MSC Board of Trustees, Stakeholder Advisory Council and Technical Advisory Board as directed.
- Providing support to MSC's International Fundraising Director in generating funds in support of scientific or other projects, as appropriate.
- Collaborating with other teams and senior managers as required.
- Managing team and project budgets and expenditure in line with the Financial Handbook.
- Responsible for adoption of all enterprise digital tools employed by Supply Chain staff; ensure that these tools meet the ongoing needs of the team through effective engagement with the Technology & Data team.

SCIENCE AND STANDARDS DEPARTMENT



03 PERSON SPECIFICATION

The MSC is looking for a highly motivated individual who can lead an equally motivated, self-qualified and geographically dispersed team.

Technical Experience

- Significant senior level experience in the seafood, grocery, or food service industries in Europe, Asia or the USA, with substantial knowledge of supply chains within one of these industries.
- Knowledge of the MSC and direct experience working with a standard-setting organisation, food-related auditor, or ecolabelling organisation. Direct auditing experience will be an advantage. The post holder must have empathy for the role of market-based eco-labelling programmes and be willing to champion such initiatives.
- Demonstrable experience working with stakeholders in supply chain management, traceability or policy development.
- Experience at a senior level of managing a food safety or quality system which included traceability considerations and qualitative and quantitative risk assessments of product or supply chains, requiring knowledge of national and international laws relating to product labelling.

Technical Knowledge

- Experience and in-depth knowledge of quality systems or supply chain auditing.
- Evidence of a practical understanding of global supply chains and the issues related to traceability, in areas such as food safety, illegal, unreported and unregulated fishing (IUU) and/or product tracking.
- Significant proven experience in international policy development, complex project management.

- Competency in the use of administrative and business management software packages (MS Word, Excel, SharePoint, project management tools, etc.)

Collaborative Skills

- Demonstrate a clear understanding of and affinity for the stakeholder-engaged processes operated by the MSC.
- Demonstrate effective experience of working in partnership with stakeholders, preferably in an international context.
- Ability to withstand and respond objectively to challenges from stakeholders with differing viewpoints.
- Evidence of an ability to manage relationships with colleagues, stakeholders and collaborators successfully, with a people-centred approach to business and work.
- Demonstrated cultural awareness and sensitivity to the diversity of values, views and approaches to issues relevant to the MSC programme by stakeholders around the world.
- Track record of forging and maintaining high level and successful partnership projects across different sectors, and of successfully navigating highly complex and politicised stakeholder environments.

Management and Organisational Abilities

- Significant experience in building, mentoring, and coaching teams of mixed backgrounds and experience and with geographically and culturally diverse members. Experience in and understanding of the challenges of managing from a distance.
- Demonstrated strategic planning and project management delivery and evaluation at an organisation-wide level.
- Demonstrated experience in financial management, including developing budgets and monitoring expenditure for a diverse range of projects.

Communication

- Demonstrated excellence in spoken communication and presentation skills with a diverse range of people, and evidence of an ability to represent organisations as an ambassador and negotiator in an international arena at external events, including speaking at conferences and media interviews.
- Evidence of an ability to successfully manage relationships with colleagues, stakeholders and collaborators, with a people-centred approach to work.
- Ability to exercise diplomacy and tact in dealing with and securing information from staff at all levels in the MSC, and from external stakeholders.
- Demonstrated cultural awareness and sensitivity to the diversity of values, views and approaches to issues relevant to the MSC program by stakeholders around the world.
- Excellent written and spoken communication skills that can be tailored to suit a diverse range of audiences - ability to write/edit succinct and clear documents and reports is essential.

Personal Attributes

- Stature, gravitas and confidence to gain the credibility and respect of Board members and staff at all levels of the MSC, as well as external partners and stakeholders.
- Willingness and enthusiasm to contribute to MSC-wide responsibilities and development, where appropriate, in pursuit of the MSC's mission and vision.
- Excellent judgement and creative abilities, including influencing, negotiating and problem solving skills, and ability to make decisions in a rapidly changing environment.

- Patient, systematic and diplomatic approach to managing the necessary consultation and review steps of policy changes
- Versatility to combine self-management and self-support when working alone with productive team membership and leadership.
- Well-developed analytical and systematic problem solving skills, demonstrating sound reasoning abilities and logical decision-making.
- Ability to horizon-scan and identify threats to the reputation and credibility of the MSC, develop research and set up internal systems to respond pro-actively to these threats. Strong attention to detail.
- Empathy and interest in the MSC's mission and objectives.

Qualifications

- Relevant post-graduate degree or equivalent in business, economics or appropriate technical program. Examples include: supply chain and logistics management, food/seafood science and fisheries science. Extensive experience could be used to supplement educational requirements.

04 TERMS OF APPOINTMENT

Contractual Terms (UK)

Contract type: Permanent

Probation: 6 months

Notice: 3 months

Working hours: 35 per week

Working time Monday – Friday; 09:00 – 17:00

Weekend work and regular domestic and international travel will be required.

MSC supports flexible working, so the pattern of hours may vary according to operational and personal needs. MSC works across different time zones and evening or weekend work and/or some international travel and overnight stays will be required. No overtime is payable, however under certain circumstances Time off In Lieu is granted.

You will be expected to carry out all duties in the context of and in compliance with the MSC's Equality & Diversity and Health & Safety Policies.

Benefits (UK)

Annual leave: 25 days

Pension: After 3 months, Tier 1 (5% contribution from employee & 3% from employer). On successful completion of probation, Tier 2 (6% employee & 9% employer); choice of salary sacrifice.

Other benefits: 4x death in service insurance.

HOW TO APPLY

Saxton Bampfylde Ltd is acting as an employment agency advisor to the Marine Stewardship Council on this appointment.

Candidates should apply for this role through our website at **www.saxbam.com/appointments**, using code QMSK.

Click on the '**apply**' button and follow the instructions to upload a CV and cover letter, and complete the application and equal opportunities monitoring forms.

The closing date for applications is **Wednesday 11 September 2019**.

GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please **do not** include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.

The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.