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## JOB DESCRIPTION

<b>Title</b>	<b>Reports to</b>
Beef Production Specialist	General Manager

### **PURPOSE:**

This is a highly technical senior position which focuses on all areas of beef production, including cattle health and welfare, cattle and beef research, and efficient cattle and beef production practices. The Beef Production Specialist will provide policy direction and technical support in these areas to Alberta Beef Producers (ABP) staff, directors, and delegates, as well as cattle producers and the cattle industry in Alberta. In addition to liaison with Canadian Cattlemen's Association (CCA) representatives on national research and animal health initiatives, the Beef Production Specialist will be responsible for consultation and communication with Alberta cattle producers, provincial livestock organizations, partner organizations, research agencies, and the provincial government.

### **RESPONSIBILITIES AND ACTIVITIES:**

- 1. Provide ABP and cattle producers with information and technical support on upcoming beef production issues which will affect the beef and cattle industry in Alberta. Develop options and recommendations for dealing effectively with these issues.**

  - Provide timely assessments on the implications of new policy or regulatory issues to the beef cattle industry, including risk and cost/benefit analyses
  - Encourage industry and government collaboration on specific issues, policies, and regulations
  - Provide guidance in the development of new science-based regulations, guidelines or policies
  - Provide technical support and recommendations on cattle and beef production issues to the ABP Board of Directors and ABP councils and committees
  - Assist with cattle producer awareness and education on production, cattle health and cattle welfare issues through committee meetings, training sessions, and presentations at producer meetings
  - Coordinate provincial work with the national activities of CCA staff and committees
  
- 2. Establish strategies and priorities for addressing beef and cattle production issues to ensure that resources can be used most effectively.**

  - Provide ABP with pertinent information on new and emerging beef and cattle production issues to ensure that ABP is prepared for the potential impact of these issues
  - Be a strong advocate for the position and interests of ABP in regulatory review and policy development initiatives. Work to ensure that policy and regulations reflect the best interests of cattle producers.
  - Build a strong relationship with provincial government officials and ensure that ABP and cattle producers are informed about pending issues and activities on current issues
  - Provide provincial perspectives to CCA work with federal government agencies
  
- 3. Provide leadership in the development and implementation of ABP's research and technical transfer strategy**

  - Provide recommendations and guidance to the ABP Research Committee and the Beef Cattle Research Council on research priorities and the selection of research projects
  - Establish and maintain relationships with people, funding agencies, and educational institutions in the research community
  - Manage the process of seeking proposals, developing contracts and administering work plans for specific

## RESPONSIBILITIES AND ACTIVITIES:

- research projects that are funded by ABP
- Provide effective and timely communication to beef producers on the results of research projects and the benefits of research investments
- Coordinate meetings, prepared agendas, monitor budgets and provided background information for the Research Committee

### 4. Work with beef industry organizations and other livestock sectors on cattle health and welfare issues

- Ensure that ABP and cattle producers are aware of new and emerging cattle health and welfare issues
- Collaborate with other livestock groups to gather knowledge, identify knowledge gaps, and share relevant information on animal health and welfare issues
- Work with organizations outside Alberta to deal with these issues on a national basis
- Coordinate responses to animal health and welfare issues and work on influencing policy to reflect the position of ABP and cattle producers
- Provide leadership in the maintenance and refinement of the emergency preparedness plan for the cattle and beef industry

## KNOWLEDGE, SKILLS & ABILITIES

### Education and Experience

- A degree in Animal Science or Veterinary Medicine is required; a Master of Science degree in an appropriate subject area would be an asset
- 5-10 years experience in the livestock industry or veterinary practice
- Extensive experience with cattle production and research activities
- Experience working with livestock producers and familiarity with livestock organizations
- Familiarity with the roles of government officials, boards, and committees, as well as policy development processes

### Knowledge

- Detailed knowledge of cattle production practices, animal health and welfare issues, and research practices
- Thorough understanding of protocols for scientific research proposals, project development, and reporting
- A basic understanding of the framework for animal health regulations and animal welfare codes
- Awareness of the most significant cattle diseases
- Basic understanding of risk assessment and economic cost and benefit analysis

### Skills and Abilities

- Superior verbal and written communications skills to deal with staff, producers, committees, organizations, and government officials.
- The ability to apply knowledge, research, analysis and collaboration with other professionals to the understanding and solution of complex problems
- High degree of professionalism and the ability to deal with all levels of industry, government, and educational institutions in a effective and collaborative manner
- Experience in project management and strong organizational skills to ensure efficient and timely delivery of initiatives and programs
- Willingness to work as a team player and good conflict resolution skills
- Ability to coordinate council, committee and board policy development processes
- Competence in computer applications involving email, word processing, spreadsheets, and presentation software