

## **JOB DESCRIPTION**

<b>JOB TITLE:</b>	<i>Sector Head, Fertilisers, full time (5 days a week) hybrid working</i>
<b>REPORTS TO:</b>	<i>Chief Executive</i>

<b>JOB OVERVIEW</b>	
As Sector Head for Fertiliser, you lead AIC's strategy, regulatory engagement, and stakeholder relations, ensuring member interests are represented in policy, providing technical guidance, and supporting industry safety and business growth. You will be part of a policy team and also work with technical managers and business support	
<b>JOB PURPOSE AND RESPONSIBILITY (list key tasks/activities/responsibilities)</b>	
•	Member Engagement: Regular communication with members to ensure their views are heard and represented at government and stakeholder level. Ensuring the value of work carried out is recognised by all member businesses
•	Policy and Regulatory Affairs: Lead the fertiliser sectors response to consultations and regulations. Co-ordinate sector wide input and attend regular industry, government and stakeholder meetings
•	Stakeholder Engagement: Maintain regular engagement with Defra, EA, HSE, NFU, AHDB, water authorities etc and lead to industry led solutions for the benefit of the industry and stakeholders
•	Sector Leadership and Representation: Champion sector interests with key industry bodies. Influence agronomic policy, safety leadership and being part of the various FIAS committees. Lead on fertilisers events including the Golf Day, BBQ and Fertiliser Dinner
•	Sector Statistics and Analysis: Co-ordination of figures and interpretation and circulation of results
•	Internal Governance and Support: Serve as the secretariat for some committees, including preparing agendas, minutes, invitations etc
<b>KEY AREAS/Framework AND BOUNDARIES</b>	
•	UK Fertiliser Sector: including members, government and stakeholders. Liaison with EU Trade Bodies
•	AIC Policy Team, including Scotland and Wales: Develop a cross sector view in all areas
•	AIC Technical Managers: Liaise with the professional services including FIAS
•	AIC Business Support: To operate within the confines of AIC to aid the smooth operation for all
<b>KNOWLEDGE/EXPERIENCE/SKILLS</b>	
•	Technical knowledge of the sector or allied industry
•	Policy development and co-ordination
•	Management and secretariat skills
•	Professional and engaging manner
•	Full use of Microsoft 365
<b>OTHER KEY WORKING RELATIONSHIPS</b>	
•	Chief Executive, to report to for updating and a wider appreciation of AIC
•	Chief Operating Officer, for general management and operational areas

•	Finance and HR, for expenses and HR Policies for the organisation
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Signed by Employee:			
Signed by Manager:		Date:	