

**North American Millers' Association**  
Position Description

**Position Title:** Director, Regulatory and Technical Affairs

**Supervisor:** Jim McCarthy, President & CEO

**Employees Supervised:** None

**FLSA Status:** Exempt

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**Major Responsibilities:**

- Monitor regulatory, scientific and technical activities related to the grain milling and processing industries.
- Develop comments to regulatory agencies on agriculture and environmental matters related to the industry.
- Staff various association committees and orchestrate technical/scientific research projects among the corn, wheat, oats and rye divisions.
- Participate in various coalitions of related industry associations on technical, scientific and regulatory matters affecting the milling industry.
- Prepare briefing summaries on technical and regulatory matters for the association President and Board of Directors.
- Represent NAMA at professional conferences on regulatory and technical matters when appropriate.
- Coordinate with NAMA's Director of Government Affairs on regulatory and technical matters that impact legislation at the federal and state level.
- Other responsibilities commensurate with the position as directed by the NAMA President

**Qualifications:**

- Bachelor's degree, preferably in health, nutrition, food science or related subjects.
- Minimum five years of experience in food science and/or environmental affairs.
- Experience with regulatory or government relations focused associations is preferred.
- Demonstrated excellent oral and written communication skills and the ability to develop excellent written regulatory comments.
- Demonstrated ability to successfully staff various association committees.
- Ability to coordinate many different research objectives and work with association members to develop and monitor research projects.
- Ability to work well with association members, Directors and staff as a "team player".

**Compensation:** \$65,000 - \$70,000

NAMA offers an exceptional benefits package including a pension plan, paid vacation, paid personal days, paid holidays and sick days, life, health, dental, prescription, and disability insurance, and an on-site, complimentary gym.

**How to apply:** Please send your résumé to [namamillers.jobs@gmail.com](mailto:namamillers.jobs@gmail.com). No phone calls.

NAMA is an Equal Opportunity Employer and does not discriminate on the basis of race, national origin, religion, color, gender, genetic information, sexual orientation, age, and physical or mental disability.

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*For more information about NAMA issues, meetings, membership and staff, go to <http://www.namamillers.org>.*