



RESEARCH & DEVELOPMENT DIRECTOR

Division/Department: Administration
Shifts: Monday- Friday 8am -5pm
Job title: Research and Development Director
Reports to: Chief Operating Officer

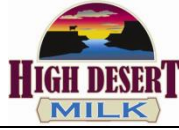
Level/Grade:	Type of Position <input checked="" type="checkbox"/> Full – time <input type="checkbox"/> Part – Time <input type="checkbox"/> Contractor <input type="checkbox"/> Intern	Hours ___40___/week <input type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt
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Purpose/Scope of Position

This position is responsible for food product development from origination through market ready products. They will oversee all thing related to R&D (research, testing, data gathering and analysis, reporting, presentations, recommendations, etc.). Understanding the “why” in relation to their role(s) so customers know “why” they are buying great milk products.

Responsibilities/Duties (inclusive of but not limited to):

- Cultivate forward thinking ideas, products and team members
- Evaluate current portfolio of products to determine areas of improvement
- Independently work to develop department goals, budgets, protocols, SOP’s and all other areas needed to develop and manage a functioning department.
- Identifies and executes key quality, stability, and safety testing protocols.
- Vendor relationships- source and maintain relationships for needed ingredients and packaging.
- Builds key relationships with team members and key leaders for successful communications in all areas relating to the job.



- Develop new employees in R&D department through effective training programs.
- Other duties as assigned

Specific Knowledge, Skills, Licenses, Certification, Etc.

- Maintain certification in all areas required by FDA

Education/Training

- Master's degree in related field (required)
- Research and/or innovation management: 5 years (Preferred)
- Research and innovation 5 years (Required)

Skills

- Participate in cross-functional teams as required to advance the business interests of HDM.
- Ability to understand and comply with all company and regulatory policies/guidelines relating to general safety, food safety and quality.
- Awareness of consumer trends in ingredients and nutrition.
- Experience with food safety, HACCP, and quality regulations and programs required.
- Passionate and driven to create, prototype, develop and commercialization of ideas.
- Demonstrate analytical and problem-solving skills.
- Operate all department equipment per published/ current process specifications.
- Willing to work with others, collaborating and compromising where necessary; promptly share relevant information with others.
- Open to changing situations and is willing to perform all tasks when and where assigned.
- Reliable, responsible, and dependable, and fulfilling obligations.
- Pleasant with others on the job and displaying a good-natured, cooperative attitude.
- Careful about detail and thorough in completing work tasks.
- Creativity and alternative thinking to develop new ideas for and answers to work-related problems.
- Basic computer skills.
- Excellent planning and organizational skills.
- Ability to meet or exceed the company's attendance and punctuality standards.
- Ability to understand and follow directions as given.
- Ability to work with minimal supervision.
- Strong communication and interpersonal skills.
- Efficiency and time management skills.
- Ability to work under pressure.



Benefits

- Excellent benefit package available: 401k, medical, dental, vision, disability, life insurance, vacation, PTO, and holiday pay, subject to applicable eligibility and waiting periods.