

**About us:**

The IOAS is a leading mission-driven non-profit organisation incorporated in the USA with personnel based in five continents. We are specialized in the field of accreditation and assessment of bodies engaged in inspection and certification of organic and sustainable agriculture and related fields. Our work in oversight of conformity assessment assists in the development of various private and regulatory schemes by enhancing fairness for producers and building trust in organic and sustainability labelling for consumers. We support and work closely with an increasing number of scheme owners (regulatory and private) and the accreditation and assessment services we provide cover organic agriculture, sustainable agriculture, organic textiles, organic and natural cosmetics, recycled products, animal welfare claims, fair trade, social compliance, and food safety. IOAS clients are based all over the world. The day-to-day work of the IOAS is performed by a team of core personnel with support from contracted assessors and technical experts. For more information about our work, please visit [www.ioas.org](http://www.ioas.org).

**Position:**

We are seeking to appoint an exceptional individual as Agriculture Scheme Manager (ASM). The incumbent will support the current Technical Director and have responsibilities for managing a team of agricultural assessors and all IOAS Organic and Sustainable Agriculture Schemes, including but not limited to the Canada Organic Regime, European Union Organic Regulation, IFOAM, Global G.A.P. and other ISO/IEC 17065 based CB schemes.

The overall intended result of the position is that the IOAS delivers Organic and Sustainable Agriculture Accreditation Schemes with high integrity and exceptional client service. All scheme owners (whether regulatory or private) and certification bodies consider IOAS as an essential and professional partner for their scheme implementation and are well-informed of the activities of IOAS. IOAS personnel are continuously up to date and trained on scheme requirements.

**Key Responsibilities:**

- Have enthusiasm for the mission of IOAS.
- Demonstrate the ability to manage a dedicated, international team of assessors and scheme liaisons. This includes HR experience in onboarding new personnel, managing training and competence, assessing staff performance and managing performance reviews.

- Foster a strong culture of integrity and quality.
- Have qualifications and/or experience in conformity assessment including a thorough understanding of the above-mentioned schemes and ISO/IEC 17011.
- Preferably have lead auditor training and experience.
- Have a good reputation and standing within the organic and conformity assessment world.
- Have excellent organizational, leadership and communication skills.
- Take initiative and collaborate with others to ensure IOAS systems are up-to-date and develop plans for monitoring changes.
- Contribute to continuous improvement of assessment policy and procedures.
- Fluency in spoken English is essential with an ability to write clear, well-structured correspondence and reports. Fluency in an additional language would be an advantage.
- Applicants must be able to work on their own as well as part of a multi-cultural, remote working team, show good attention to detail and maintain the highest level of integrity.

### **Application:**

To apply: Please submit a letter of motivation, Curriculum Vitae, and copies of applicable certifications/qualifications to [recruitment@ioas.org](mailto:recruitment@ioas.org) with subject line 'Agriculture Scheme Manager, Attn: Lauren Carlyle'.

**Closing date for applications:** 30 June 2024.

*Join us in making a difference in the organic and sustainable agriculture landscape!*

*IOAS is an equal opportunities employer. We are committed to encouraging equality, diversity and inclusion among our workforce. We value the multitude of talents and perspectives of a diverse workforce. All qualified applicants will receive consideration for employment without regard to race, national origin, religion, age, colour, sexual orientation, gender identity or disability.*

***Please note that if you have not heard back from us within 14 days your application has been unsuccessful.***