Council for Responsible Nutrition

POSITION DESCRIPTION

Senior Director/Vice President, Scientific and International Affairs

**TITLE:** Senior Director/Vice President, Scientific and International Affairs

**REPORTS TO:** President & CEO and Vice President Scientific and Regulatory Affairs (S&R department head)

**OBJECTIVE:** This position exists to increase the awareness of the evolving scientific resources that support an appropriate role for dietary supplements in the preservation of good health and wellness and to use that science as the basis for responding to and influencing regulatory initiatives and nutrition policy, predominantly outside the United States.

**DUTIES AND RESPONSIBILITIES:**

* Contribute to scientific knowledge of dietary supplements by publishing on relevant topics in the peer-reviewed literature
* Provide scientific expertise for evaluating proposed policy and regulatory actions
* Build rapport with scientific community on relevant issues and identify experts who can provide assistance to CRN and increase CRN’s credibility on matters of concern
* Exercise expertise, ingenuity and initiative in developing CRN position statements on scientific issues and submitting comments to government and international agencies on proposed regulatory actions
* Assure that CRN’s policy positions and media responses are based on sound scientific evidence and rationale that sustain national and international peer approval
* Garner support for CRN scientific, regulatory, and policy positions from outside professionals and other associations
* Analyze new scientific evidence regarding safety and benefits of dietary supplements and nutritional ingredients and put the data into perspective for CRN members, for regulators and legislators, for the media, and for the public.
* Serve as CRN’s primary representative at CODEX meetings, IADSA conferences, and at other international events related to industry regulation and nutrition policy outside the U.S.
* Monitor regulatory proposals, particularly those that would affect the international trade of dietary supplements, and prepare comprehensive comments or other responses reflecting the industry position on safety, effectiveness, and labeling of nutritional supplements. Provide formal and informal input to regulators and policy officials on issues affecting the industry.
* Communicate regularly with CRN members regarding international policy and scientific matters. Staff liaison for CRN’s International Trade and Market Development Committee. Assure that CRN members are fully aware of regulatory and policy developments and have an opportunity to provide input.
* Represent CRN in meeting with Department of Commerce, United States Trade Representatives, FDA and others on matters affecting international trade of dietary supplements. Establish and maintain ongoing effective networks with domestic and international regulatory and policy officials to facilitate communication and decisions.
* Serve as CRN’s designated staff leader for CRN-International, including the planning and executive of conferences for international regulatory audiences on behalf of CRN-I.
* Serve as a resource for CRN members on the current status of regulations and proposals throughout the globe, and on the interpretation of regulations, seeking input from officials, legal counsel and CRN member companies as appropriate. Respond to CRN member requests for information, guidance, and other inputs on technical, scientific or regulatory issues.
* Organize and provide staff support for CRN member working groups on scientific and international regulatory issues (e.g., CRN’s International Trade & Market Development Committee, Senior Scientific Advisory Council). Organize relevant scientific and regulatory components of the CRN Annual Conference or other CRN-sponsored events.
* Represent CRN at scientific conferences and meetings (e.g., IFT, Experimental Biology, ASN) and make presentations on supplement topics as appropriate
* Work with the CRN communications staff to heighten the visibility of positive information on the safety and benefits of dietary supplements.
* Serves as a credible spokesperson for CRN and the industry to the press on relevant issues, and speaking at press and industry events.

**QUALIFICATIONS**

Doctorate degree from a recognized institution (PhD, M.D. or J.D.) in a relevant discipline (e.g. toxicology, nutrition, biochemistry, organic chemistry, natural products chemistry, etc…) with minimum five years experience in some combination of an industry, academic or government setting. Must be familiar with current federal regulation of dietary supplements and role of international bodies in development of regulation throughout the world. Previous dietary supplement industry, FDA or other government experience is preferred. Knowledge of relevant government and non-government departments and staff structure (e.g., DOC, USTR, CODEX, FDA, FTC, NIH, USDA, IOM, etc…); and knowledge of relevant international policies, regulations and related institutions and authoritative bodies.

In addition, excellent written and oral communication skills are required with some history of publication in peer-reviewed journals. Must have the ability to multi-task and work in collegial, fast-paced, fluid environment as a team player with other staff and with member company representatives.

Travel – both domestic and international required; anticipate 6-8 international trips a year.

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