
Lactanet Canada is a producer-led national organisation created by a partnership of Canadian Dairy Network (CDN), CanWest DHI and Valacta, providing all components of genetic evaluation, milk recording, herd management software and solutions, applied research and innovation, advisory services and knowledge transfer. In collaboration with Dairy Farmers of Canada (DFC), Lactanet is in the process of becoming the responsible administrator for dairy cattle traceability across Canada. To achieve this vision, referred to as the DairyTrace Program, Lactanet is seeking an enthusiastic person to join its team in this industry leading position.

DAIRYTRACE PROGRAM MANAGER – Guelph ON or Montreal QC

Reporting to the Chief Services Officer, and located in Guelph or Montreal, the DairyTrace Program Manager is responsible for organizing, managing and coordinating the governance, development and administration of the DairyTrace Program as Canada's national dairy cattle traceability system.

Responsibilities

- Lead in the development of work plans, budgets, audits and reporting for all of the DairyTrace Program activities, including the development of an annual DairyTrace Program work plan and budget.
- Act as the manager and secretary of the DairyTrace Advisory Committee. Drive the strategic direction for the DairyTrace Program activities. Coordinate logistics.
- Work closely with any partners contracted to administer the day-to-day operations of the dairy cattle traceability system. Facilitate communications between service providers, provincial dairy organizations and producers. Oversee and evaluate the performance of service providers.
- Coordinate, control and monitor user access and security to the DairyTrace software. Monitor, test and suggest improvements to the system.
- Act as a resource for information on animal traceability systems and technology within Canada and internationally.
- Continuously evaluate the design and effectiveness of the Canadian dairy cattle traceability system.
- Assist in developing the communications program for the dairy cattle traceability system. Manage the development of articles, factsheets, manuals, website information, and other communication means.
- Act as a trainer and spokesperson for the DairyTrace Program.

Requirements

- Minimum three years experience in a project management or similar position in the dairy industry.
- Master's degree in business, agriculture or natural resources management, or a combination of a Bachelor's degree complemented by relevant experience.
- Demonstrated familiarity with database concepts and conceptual designs of databases; technological advances along with proficiency with MS Office.
- Knowledge of the dairy cattle industry.
- Basic knowledge of budgeting processes and accounting principles.
- Excellent communication and presentation skills; bilingual French is an asset.
- Leadership, good team worker and eager to learn.

An individual with relevant knowledge, skills, and passion for quality service combined with strength in problem solving is our ideal candidate. This position offers a positive teamwork environment and a comprehensive benefits package with a competitive salary that is commensurate with qualifications and experience. The position can be based in Guelph or in the Montreal region. Some degree of travel is to be expected.

To submit an application, please send your cover letter and resumé together in the content of an email (no attachments) with the subject line "**DairyTrace Program Manager**" to careers@lactanet.ca

Lactanet is committed to an inclusive, equitable and accessible workplace where people are valued, respected and supported. Accommodation for applicants with disabilities is available on request. We thank all applicants for their interest and will contact those who are selected for an interview.

NO PHONE CALLS OR AGENCIES PLEASE.