“AT WILL” TEAM MEMBER JOB DESCRIPTION

POSITION TITLE: Corporate Sustainability Officer

REPORTS TO: Chief Operating Officer

POSITION DESCRIPTION: The Corporate Sustainability Officer will work with managers, employees, customers, and shareholders to address the organization’s approach to environmental responsibility with the goal to minimize the company’s environmental impact.

ESSENTIAL JOB FUNCTIONS:

- Oversees the overall execution, mission, and efficacy of the sustainability program and department.
- Assesses and analyzes company policies and processes to identify areas in and processes to which improvements can be made in accordance with the organization’s commitment to sustainability.
- Brainstorms and identifies creative ways in which the company can balance business obligations with the goal of respecting, supporting, and improving the local and global environments.
- Proposes and implements strategies to address various environmental concerns including energy use, conservation, reduction of pollution, recycling, building and facility design, and general education on sustainability.
- Drafts and implements sustainable organizational policies that address environmental concerns.
- Evaluates efficacy of sustainability programs; recommends and implements improvements as necessary.
- Conducts research to identify environmental and sustainability concerns, interests, and issues.
- Considers sustainability proposals with attention to factors such as cost effectiveness, feasibility, and ease of integration with other programs.
- Drafts and prepares reports, presentations, and proposals; presents proposals and recommendations to the Chief Executive Officer, board of directors, and other key stakeholders.
- Develops and maintains appropriate documentation and records including budgets and other financials.
- Prepares documentation required for project funding for various environmental initiatives including proposals and grant applications.
• Maintains current working knowledge of, and ensures compliance with, all applicable local, state, federal, and internal environmental laws and regulations.
• Identifies and facilitates training as needed.
• Performs other related duties as required.

QUALIFICATIONS AND SKILLS:
• Bachelor’s degree in related field required.
• Experience as an officer of FFA preferred.
• Excellent verbal and written communication skills.
• Superlative and creative problem-solving and analytical skills.
• Thorough and current knowledge of sustainability practices, applicable laws and regulations.
• Ability to analyze and understand research and to identify relevant and valuable information.
• Proficient with Microsoft Office Suite or related software.
• Excellent organizational skills and attention to detail.
• Ability to create, interpret, and execute a budget.
• Presentation skills required to deliver proposals to varying groups of individuals.

WORK ENVIRONMENT:
• Must possess the ability to work in an agricultural environment, indoors, outdoors, office, warehouse, processing, and farm production areas each varying in temperature, and other environment specific atmospheres.
• Must possess the ability to work in an open office setting.
• Must maintain professionalism with coworkers.
• Prolonged periods sitting at a desk and working on a computer.
• Must be able to lift up to 15 pounds at times.
• Must be able to navigate a variety of settings as needed to identify environmental sustainability issues and solutions.

ANIMAL WELFARE COMMITMENT:
• Rose Acre Farms is fully committed to providing our animals with a safe and healthy environment, free from abuse and treated humanely in all aspects.
• All team members are obligated by moral duty, Rose Acre Farms requirement (refer to Animal Abuse Policy in Rose Acre Farms Handbook), and legal obligation to uphold the strictest animal welfare structured environment and are obligated to report any incidents of abuse, neglect or breach of bio-security for the health and welfare of our animals.

NON-SMOKING WORK PLACE:
• No smoking allowed in workplace, break areas, or on any company property.
• No smoking in company provided vehicles.

Rose Acres is an Equal Employment Opportunity (EEO) employer and welcomes all qualified applicants. Applicants will receive fair and impartial consideration without regard to race, sex, color, religion, national origin, age, disability, veteran status, genetic data, sexual orientation, gender identity or other legally protected status.

Disclaimer: Although this job description lists and identifies the primary duties of the listed position, it is not an exclusive list. As with all positions at Rose Acre Farms, the very nature and diversification of an egg production facility requires that all team members remain flexible to cover a wide variety of duties that may need covered.
The Information contained in this job description is not only to inform you of the requirements of this position, but will also be used to evaluate your work performance. This will include assisting in a determination of whether or not you will be entitled to certain bonuses and/or raises, and whether or not performance related disciplinary action would be taken against you.

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