

Position Description

POSITION TITLE: Procurement Manager - Protein Sourcing

Status: F/T Salary

REPORTS TO: VP Business Optimization (with eventual transfer to Corporate Procurement Director)

LOCATION: Ontario / BC

POSITION SUMMARY: The **Procurement Manager - Protein Sourcing** is responsible for leading the strategic procurement and management of protein by the organization. This individual will leverage deep market and category expertise to develop and implement category strategies that deliver value through cost savings, improved supplier performance, innovation, and risk management. The Category Manager will collaborate with cross-functional teams to align procurement activities with organizational goals, build strong supplier relationships, and drive continuous improvement.

POSITION RESPONSIBILITIES:

The Procurement Manager (PM) is responsible for the strategic procurement activities of the assigned portfolio and to oversee the work of others, guiding the development and implementation of deliverables while managing staffing, their workload, and working conditions. The CM develops and implements strategic sourcing initiatives and supplier management strategies by reviewing and seeking out new technologies and processes to optimize not only the supplier selection but the entire cost cycle across the organization. The PM incorporates a sustainability and total cost of ownership perspective as an integral component for the products and services provided.

The following list of duties and responsibilities is not intended to be all-inclusive but provides an overview of the scope of the role:

- Develops market intelligence specific to the assigned portfolio of commodities including but not limited to analysis of supplier capabilities and offerings, competitive landscape, market trends, impact of various factors on cost, price and availability of protein.
- Lead and develop a small team by coaching and developing competencies required for current and future needs ensuring the best value is achieved.
- Conduct in-depth market analysis and benchmarking to identify trends, opportunities, and risks within assigned protein category.
- Create and establish efficient processes and technology adoption in the procurement of poultry, beef, pork, cheese and other protein to ensure that future growth can be supported with defined processes.
- Collaborate with cross-functional teams to establish the short term & long-term category strategy for protein procurement to meet the commercial needs of the organization.
- Provide leadership and expertise in a variety of areas including category strategy support and development, RFX development and oversight of new domestic & international suppliers, market analysis and supplier negotiations. Lead all resourcing/new sourcing projects, which include breaking down components to establish target costs.
- Support and advise on contract negotiations, development and execution of contracts inclusive of regular KPI reviews and appropriate action plans from key stakeholders to ensure procurement needs are met.
- Mentor team to develop constructive supplier relationships for protein procurement. Identify and establish continuous improvement and total cost of ownership reduction opportunities in collaboration with Business Partners. Continuous improvement and reduction opportunities

may impact financial and operational areas as well as staffing workloads, working conditions, changes in positions and staffing levels. Accountable to deliver annual key performance indicators including cost reduction targets to maximize profitability.

- Ensure excellence through effective execution ensuring the team processes all purchase orders accurately and timely as per company guidelines. Assigns, supervises and reviews the work of staff to ensure efficient, timely and consistent delivery of services, as required.
 - Review inventory levels and, where needed, engage with cross functional teams to manage optimum levels of inventory required for maximum profitability.
 - Oversee the business relationship with key supplier activities including ordering, communication of demand/volume/ delivery time changes, issue resolution, sharing end-user feedback, follow up, quality claims, fill rate monitoring etc.
 - Develop a strong understanding and knowledge of incumbent and disruptive suppliers and their capabilities to enable the team to adapt to changing market conditions.
 - Manage supplier relationships to ensure continuity of goods and services that meet the quality, service and price performance standards of the company.
 - Work with stakeholders and leadership teams to implement and enforce policies that increase spend visibility and compliance. Develop risk mitigation approaches and evaluation plans for reviewing pricing mechanisms, dual sourcing, and contingency planning.
 - Understand and manage TRQ for the company.
 - Establish annual cost improvement targets by working with business partners to conduct reviews addressing performance metrics and regularly report savings results to management.
 - Demonstrate resilience and persistence in overcoming obstacles.
 - Remains flexible and is able adapt to changing circumstances.
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REQUIRED SKILL, EXPERIENCE AND QUALIFICATIONS:

- College or University education in Supply Chain or Business is highly desirable but not required.
- Minimum of 5 years' experience in strategic sourcing, procurement, or category management, with a proven track record of delivering measurable results.
- Certification as a MCIPS, NISCL-CSCL
- In-depth knowledge of category management principles, purchasing and contracting techniques, and supplier management best practices.
- Strong knowledge of internal controls and finance management.
- Excellent people management skills with relationship building and leadership qualities.
- Excellent communication and negotiation skills.
- Thorough knowledge of E sourcing software systems.
- Sound judgment and decision-making skills.
- Ability to work with little or no supervision.
- Knowledge of accounting and budgetary practices and principles.
- Able to quickly calculate discounts, interest, commissions, proportions, percentages, and volume.
- Considerable knowledge of laws, ordinances, and regulations pertaining to corporate purchasing practices.
- Exceptional written and verbal communication skills, with the ability to influence and build relationships at all levels.
- Adept at managing multiple projects and priorities in a fast-paced environment.
- Sound analytical thinking, planning, prioritization, and execution skills.

COMPETENCIES AND ATTRIBUTES

- **Leadership:**
 - Demonstrated ability to lead cross-functional teams and drive collaborative initiatives.
 - Strong project management skills, including planning, execution, and evaluation.
- **Communication:**
 - Ability to present complex information clearly and persuasively to diverse audiences.
 - Skilled in stakeholder engagement and conflict resolution.
- **Innovation:**
 - Proactive in identifying opportunities for innovation and implementing solutions.
- **Integrity:**
 - Commitment to ethical practices and accountability.

The Procurement Manager – Protein Sourcing role offers a unique opportunity to influence the organization's procurement strategy, contribute to its financial success, and drive value through innovative category management practices.

Apply Here - [Sunrise Farms - Procurement Manager - Protein](#)