Dairy Ethics and Compliance Director

Dairy leadership and board

Job title	Dairy Ethics and Compliance Director
Department	Dairy leadership and board
Reports to	Chief Executive Officer or General Counsel, with direct access to the Board audit or risk committee
Direct reports	Compliance managers and specialists, including investigations, data protection and supply chain compliance
Location	*[To be confirmed by the employer]*
Contract type	*[Permanent / fixed-term / other]*
Salary and benefits	*[To be confirmed by the employer]*

Job purpose

Leads the ethics and compliance programme for a dairy business, so that it operates lawfully and with integrity in every market it serves. Owns the code of conduct and the main compliance risks, including anti-bribery, competition law, sanctions, data protection and labour standards in the supply chain, and gives independent assurance to the Board.

Key responsibilities

Compliance programme and code of conduct

- Own the code of conduct and keep it clear, current and relevant to dairy operations
- Run a risk-based compliance programme with policies, training, monitoring and testing
- Assess compliance risks across markets, functions and business partners and set priorities each year
- Deliver targeted training for higher-risk roles such as milk procurement, sales, trading and purchasing
- Report on the programme, key risks and incidents to the executive team and the Board audit or risk committee

Anti-bribery and competition law

- Maintain anti-bribery controls covering gifts, hospitality, donations and third-party due diligence
- Advise on competition law in milk pricing, co-operative arrangements, joint ventures and customer contracts
- Set clear rules for contact with competitors and for taking part in trade associations and industry forums
- Review pricing, distribution and supply agreements for competition law risk with legal advisers
- Prepare the business for unannounced regulator inspections and lead the response when they happen

Sanctions, export controls and trade

- Screen customers, distributors, suppliers and shipments against applicable sanctions lists
- Ensure exports of dairy products, ingredients and equipment comply with export controls and trade restrictions
- Carry out due diligence on agents, distributors and joint venture partners in higher-risk markets

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- Give commercial teams fast, practical advice so compliance supports export growth

Speak-up, investigations and data protection

- Run a confidential whistleblowing channel open to employees, farmers, suppliers and contractors
- Protect people who raise concerns from retaliation and make sure concerns are handled fairly and promptly
- Lead or oversee investigations and agree remedial and disciplinary action with management
- Oversee the data protection programme for employee, customer, consumer and farmer data
- Manage the response to personal data breaches with IT, legal and the teams affected

Labour standards and modern slavery in the supply chain

- Set labour and human rights standards for farms, suppliers, contractors and labour providers
- Assess modern slavery and forced labour risks, including in farm work, seasonal labour and recruitment
- Work with procurement and milk supply teams on audits, corrective actions and supplier training
- Prepare modern slavery and human rights statements and disclosures where required

Culture and team leadership

- Promote a culture of integrity in which people raise concerns and leaders act on them
- Lead and develop the compliance team and a network of compliance champions across sites
- Use findings from audits, speak-up reports and investigations to strengthen controls

Qualifications and experience

Essential

- Degree in law, business or a related subject, or a recognised professional qualification in compliance or law
- Substantial senior experience leading an ethics and compliance programme in an international business
- Practical knowledge of anti-bribery, competition law, sanctions, export controls and data protection
- Experience of running sensitive investigations and whistleblowing processes
- Experience of managing human rights and labour standards risks in supply chains
- Track record of reporting to and advising a board or audit committee

Desirable

- Legal qualification with competition law experience
- Experience in food, agriculture, dairy or a co-operative business
- Experience in export-led businesses operating in higher-risk markets
- Professional qualification in data protection

Skills and attributes

- Sound judgement and integrity
- Risk assessment and prioritisation
- Clear, practical advice for non-specialists
- Investigation and analytical skills
- Influencing senior leaders and handling challenge
- Discretion with confidential information
- Programme and policy design

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Measures of success

- Completion of code of conduct training and training for higher-risk roles
- Speak-up reports received, and investigations closed within target times
- Third parties screened and due diligence completed before they are taken on
- Compliance audit findings closed on time
- Supplier labour standards assessments and corrective actions completed
- Employee survey results on confidence to speak up

Working conditions and safety

Based at head office with travel to sites, farms and international markets. Attends Board audit or risk committee meetings and may need to respond out of hours to urgent incidents.

- Lead by example on health, safety, food safety and animal welfare
- Uphold the code of conduct and all legal and compliance requirements
- Raise concerns and report incidents promptly

This job description outlines the main duties of the role. It is not a complete list, and the employer may update it as the business changes, in consultation with the jobholder.

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