



# REGULATORY CO-ORDINATOR

## WINNIPEG MB

### **Job Description:**

Interprovincial Cooperative Limited (IPCO), a respected leader in the Agricultural industry, is currently recruiting for a highly organized and driven individual for their Regulatory Co-ordinator position located in Winnipeg, Manitoba. This challenging role would be best suited for a person with previous experience with computer management systems however all interested applicants are urged to apply.

Working under the general direction of the Regulatory and Product Development Manager, the Regulatory Coordinator will coordinate the regulatory requirements for IPCO and member-owner products registered under the Pest Control Products Act (PCPA). This involves submissions to the Pest Management Regulatory Agency regarding new product registrations, product re-evaluations and renewals. Regular PMRA submissions include updates/changes to specifications of product formulations and labels (in both official Canadian languages), new uses for crop protection products, incident reports, sales data, and any other information required under the Pest Control Products Act. Responsible for developing, updating and maintaining agrichemical products for IPCO and member-owners. This includes development of specifications for chemical formulations and packaging materials; as well as creative graphic design needed to produce finished products. Ensure IPCO is compliant with municipal, provincial and federal regulatory and environmental regulations and provide agronomic and regulatory training and technical/agronomic support to IPCO staff, members and end users.

### **Responsibilities:**

Reporting to the Regulatory and Product Development Manager, responsibilities for this position include the following:

- Register, update and maintain agrichemical products with the Pest Management Regulatory Agency to ensure all IPCO products have enhanced market value for IPCO members. Schedule Eastern Canadian products with the Ontario Pesticides Advisory Committee. Work with IPCO Laboratory to determine formulation and MSDS information. Author bi-lingual product labels. Communicate registration activity/status with IPCO management and members.
- Develop finished end-use, registered products for IPCO and member-owners. Determine product volumes and packaging materials specifications to create Bill of Materials for finished products. Design graphics for labels and packaging materials to ensure compliance with the PCPA.
- Design and manage field development programs to test new and improved crop protection products within pre-determined budget. Author research protocols, select research cooperators, coordinate payments, organize crop tours and analyze research data.
- Provide technical and agronomic guidance information to IPCO staff, IPCO members and end-users in the safe and effective use of IPCO products. Design and develop technical bulletins and advisories. Provide updates to Alberta, Saskatchewan, Manitoba and Ontario crop protection guides.



- Conduct research via literature searches and communication with technical manufacturers and formulators to make recommendations for potential registration of new products, uses and formulations
- Ensure IPCO is compliant with all relevant Federal, Provincial and Municipal regulatory environmental regulations
- Adhere to ISO standards and work with all staff on continuous improvement initiatives. Develop and maintain Standard Operating Procedures (SOP) and ISO forms for the quality procedures of the Product Development and Regulatory department. Conduct internal audits of other departments.
- Other duties as assigned.

**Qualifications:**

The successful candidate will have an Undergraduate or Master's degree in agricultural/biological/chemical sciences with an emphasis on crop sciences and three years practical experience in crop protection agronomy with a preference for agronomics research and experience in Regulatory Affairs. Working background with Multi National Crop Protection Company would be considered an asset. P.Ag. and/or designations in Crop Science Consulting/Advising would be an asset; WHMIS, proficiency in computer technology is essential.

A combination of relevant education and experience may be considered.

**Additional Information:**

IPCO offers a competitive salary, ongoing personal and professional development, and the opportunity to work with one of western Canada's most successful organizations.

We thank all candidates for their interest, however, only those selected for an interview will be contacted.

**Deadline:**

Mar 18 2018

**APPLY**

401 22nd Street East  
PO Box 1050  
Saskatoon SK S7K 0H2  
Canada

Human Resources: [careers@fcl.crs](mailto:careers@fcl.crs)