
Job Title: Senior Director, Food & Nutrition

Reports to: President & CEO

FLSA status: Exempt

Date of completion: Updated November 2023

Position Summary

We are seeking a highly motivated registered dietitian to support our mission of effectively communicating science-based information on food safety, nutrition and sustainable food systems, serving the public good. Specifically, the IFIC Senior Director of Food & Nutrition is responsible for defining and prioritizing critical food and nutrition priority issues and outreach goals; developing, coordinating, and implementing strategic communication plans; and ensuring appropriate execution and evaluation as part of IFIC's overall mission and organizational goals.

Responsibilities:

- Develop, implement, and evaluate annual communication plans, including consumer research, publications, key opinion leader outreach, partnerships, membership, and budgets to accomplish goals.
- Design quantitative and qualitative consumer research studies, as well as key expert and influencer research on a variety of nutrition- and health-related topics. Assist in the dissemination of IFIC research findings and insights through targeted distribution, education programs, and other stakeholder engagement activities.
- Oversee the creation and distribution of nutrition- and health-related issues evidence-based educational materials and programs tailored to diverse audiences, ensuring cultural competence and inclusivity in all communications.
- Create, develop, and maintain external relationships and networks with key opinion leaders, including industry, health professionals, academic experts, pertinent government agencies, nongovernmental organizations, media, among other key stakeholders.
- Convene and cultivate strategic partnerships among key experts, governmental agencies and organizations within the food, nutrition, health, and science fields.
- Serve as an external expert and organization spokesperson on consumer and opinion leader attitudes as well as food and nutrition by presenting at national and international conferences and exhibits, providing media interviews and/or referrals to outside experts or organizations, participating on advisory panels, etc.
- Manage potential nutrition- and health-related issues as well as corresponding stakeholder communications.
- Engage in fundraising activities to secure financial support for IFIC's research and communication initiatives.

Qualifications:

The following education, skills and experience are required for this role:

- An advanced degree in nutrition, food science, public health, health communications or related field with a minimum of three years (PhD) or seven years (Master's) relevant work experience is required.
- The Registered Dietitian/Nutritionist credential with active membership in the Academy of Nutrition and Dietetics (AND). Active membership(s) in one or more additional food, nutrition, and health professional organizations is a plus.
- Passionate about science and science communications.
- Knowledge and experience in food, nutrition, and agriculture with a demonstrated network of high impact, credentialed experts and influencers.
- Demonstrated ability to read, analyze and interpret food and nutrition scientific research and policy.
- Demonstrated ability to take initiative in working with internal stakeholders as well as external stakeholders, including academic scientists, academic professors and educators in health sciences, practicing healthcare professionals, among others.
- Knowledge and experience in media, including social media; media trained with spokesperson experience understanding and translating science into simple, accurate, understandable messages for a variety of audiences.
- Strong verbal, interpersonal, and written communications skills to communicate with key stakeholders effectively, creatively, and clearly.
- Outstanding organizational, project- and time-management skills, with attention to detail.
- Demonstrated ability to work effectively and autonomously as well as collaboratively while working in a fast-paced virtual, remote environment.
- Flexible and adaptable – able to multi-task and adjust daily priorities as needed.
- Matrix leadership skills with the ability to influence and motivate cross-functional teams.
- Orientation toward strategic vision, planning, and evaluation.
- Knowledge of software systems including Zoom and Microsoft Office Suite with proficiency in Teams, PowerPoint, Excel, Word, and Outlook.

Environment

This position works from a home office in an air-conditioned, smoke-free, small business environment. This position may require overnight travel up to 30% of the time.

Benefits

In addition to salary, benefits include paid time off (PTO) and federal holidays, health insurance (medical and dental), life and disability insurance, 401k retirement plan and organization match as well as professional development funds.

Disclaimer

This job description is designed to provide a general overview of the requirements of the job and does not entail a comprehensive listing of all activities, duties or responsibilities that will be required. The International Food Information Council reserves the right to add to, remove, or modify this job description at any time. This includes the right to assign or reassign duties and responsibilities as needed. The International Food Information Council also reserves the right to release or delete this position at any time.

Interested candidates should submit a resumé and cover letter to careers@ific.org.