

# Chain of Custody and Supply Chain Integrity Manager

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**Starting Date:** As soon as possible

**Contract type:** Permanent contract

**Salary:** Depending on skills and experience, starts at UK: £55K or Geneva: CHF 90k

**Location:** London, UK or Geneva, Switzerland

**Application closing date:** Midnight GMT on 15 11 2021

## Background

Better Cotton is the world's largest cotton sustainability programme. Our mission: to help cotton communities survive and thrive, while protecting and restoring the environment. In challenging times, we are meeting the challenge head on. Through our network of field-level partners we have trained over 2.5 million farmers - from the smallest to the largest - in 23 countries in more sustainable farming practices. A quarter of the world's cotton is now grown under the Better Cotton Standard. We have united the industry's stakeholders behind our efforts, from ginners and spinners to brand owners, civil society organisations and governments. Everyone who cares about cotton and its sustainable future can now be part of something better.

## About this role

The Better Cotton chain of custody uses a segregation model from the field to the gin, then a mass balance model from traders and spinners to the retailers and brand members, with an online system to record purchases and sales through the supply chain. In addition, Better Cotton is expanding its chain of custody options and is seeking innovative ways to maintain integrity of the system.

Better Cotton is seeking an exceptional, self-motivated individual with strong leadership qualities to join our team in the permanent position of Chain of Custody and Supply Chain Integrity Manager. The successful candidate will have a strong understanding and experience of sustainability standards, compliance and auditing in global supply chains, ideally in the textile sector. Reporting to the Director of Membership and Supply Chain, the Chain of Custody and Supply Chain Integrity Manager will develop and maintain the Better Cotton chain of custody and maintain integrity in the implementation of the programme.

This role is an opportunity to shape the future of Better Cotton's chain of custody with the possibility for pioneering / innovative work for the selected individual.

## Responsibilities

### Supply chain integrity strategy

- In conjunction with the Membership and Supply Chain Director, develop a strategy for supply chain integrity considering risk-based approaches and approaches to scale
- Lead on the development of new chain of custody options for Better Cotton in collaboration with Data and IT functions as well as members and system users
- Contribute to the improvement of online systems for chain of custody management
- Own and rigorously manage supply chain compliance scheme documents (e.g. Chain of Custody Guidelines)

### Global ginner and supply chain audits & compliance

In conjunction with country / regional teams:

- Develop a plan for self-assessment for organisations implementing the Better Cotton Chain of Custody
- Provide development training and refresher training for BCI Staff and third party auditors working on the Better Cotton Chain of Custody
- Periodically review and improve selected ginner/supplier/auditor training approaches and materials (with necessary consultation and input from the country teams)
- Assess risk, resolve and/or escalate any issues that could affect the credibility of BCI at the right time
- Deal with escalation of issues, sign off any major non-compliances or suspensions resulting from the process and overall compliance with BCI policies
- Contribute to internal and external reporting regarding supply chain compliance activities

### Traceability workstream

- As subject matter expert owning the Better Cotton CoC Guidelines and the CoC Assurance Programme, consult with Traceability and Data team on Chain of Custody developments
- Contribute to activities related to current CoC requirements and assurance in grant- related activities, and other traceability projects

### Staff management

- Line manage assigned staff and matrix manage staff as assigned by the Director of Membership & Supply Chain
- Provide supervision and support to Supply Chain team in country offices related to CoC compliance activities

### Budget management

- Contribute to the development of the global supply chain integrity budget, and on-going management of the related budget lines
- Prepare an overview of financial expenditure on supply chain compliance activities for each season, compiling central and country budgets

## Profile

The selected candidate will have the following skills, knowledge, and experience:

Experience
<b><i>Essential</i></b>
Demonstrated working experience in sustainable sourcing (chain of custody, responsible sourcing, auditing and compliance, etc.)
Proven experience of managing and delivering results in supply chains, supply chain auditing, compliance and/or standards-related roles
Experience working with global teams or with people of different cultures, and in a multi-stakeholder context and implementing programmes regionally and globally in supply chain
Demonstrated project management experience in supply chains and cross-functional teamwork, project and workplan budgeting and budget management
Demonstrated experience in strategy development and execution
Contract development, negotiation and management
Demonstrated line management and staff development
Experience in developing IT systems or tools
Ability to motivate and inspire a diverse team
Strong ethics and integrity
<b><i>Desirable</i></b>
Experience working in the agricultural and/or textile sectors, particularly in cotton

Skills and Knowledge
<b><i>Essential</i></b>
Demonstrated problem-solving skills for complex issues, risk management and mitigation
Excellent working knowledge on Voluntary Sustainability Schemes (VSS) especially on Chain of Custody, and the ISEAL Codes of Good Practice
Ability to work effectively in a remote setting and achieve high levels of supply chain implementation through remote team and project management
Strong organisational skills and time management
Excellent English language skills (spoken and written)
High level of familiarity and comfort with the use of IT
Creativity and ability to take initiative
Excellent interpersonal and teamwork skills, and able to lead the team
Strong communication and influencing skills
Strong interest in the value of standard systems for addressing sustainability challenges
Demonstrated flexibility and adaptability, Better Cotton is embarking on its 2030 strategy and change management will be a key skill needed for this position
<b><i>Desirable</i></b>
Knowledge of agricultural sector or textile supply chains, particularly in cotton
Foreign languages – all are useful to our global programme

## Working arrangements

The position is full-time (40 hours per week) and will be based in Geneva or London (or accessible to London). BCI offers flexible working, with core hours being 10am – 4pm and the option to work from home one day per week.

Up to 30% foreign travel will be required under normal circumstances.

## Applications

Interested applicants with the required attributes are asked to send, in English, a detailed CV and a brief cover letter (2 pages maximum) to Better Cotton by email with subject “**Application for Chain of Custody & Supply Chain Integrity Manager**” to: [recruitment@bettercotton.org](mailto:recruitment@bettercotton.org)

**Application deadline: 15 11 2021**

We thank all applicants for their interest; however, only candidates short-listed for a telephone interview will be contacted. Better Cotton is an equal opportunity employer and is committed to good practice and transparency in the management of natural, human, and financial resources.