



WESTERN AGRICULTURAL PROCESSORS
ASSOCIATION

Job Description

Director of Regulatory Affairs

Primary Duties –

- Areas of focus
 - Pesticides
 - Water Supply
 - Air Quality
 - Food Safety
 - Labor/Safety
- Support Regulatory Activities of the Associations
 - Attend meetings
 - Develop and submit comments
 - Assist members with guidance and compliance
- Support Legislative Activities of the Associations
 - Review legislation affecting Association members
 - Develop and submit comments and letters
- Support Member Outreach Activities (Newsletter, website, etc.)
- Perform Consulting Services for contract clients and members (Environmental and Safety)
 - Prepare permits and plans

Detailed Duties –

- **Attend Industry Meetings -**
 - Association Annual Meetings (Ginners, Growers, WAPA)
 - Association Ginners School & Safety/Labor Summits
 - Beltwide Cotton Conferences & National Cotton Council Annual Meeting
 - Cotton Industry Meetings (Seed Companies, Merchants, Gins)
- **Attend Regulatory Issues and Interest Meetings -**
 - Attend annual and local AgSafe Meetings
 - Attend PREC and PMAC Meetings
 - Citizen's Advisory Group of Industry (CAGI)
 - Safety & Environmental educational/training meetings (minimum 2 per year)
- **Prepare Advisory Bulletins & Newsletter Articles**
- **Prepare and Present Quarterly Board Reports**
- **Update the Associations' Websites –**
 - www.ccgga.org, www.agprocessors.org, LinkedIn and Facebook
- **Attend Regulatory Agency Meetings –**
 - SJVAPCD, SWRCB, DWR, ARB, CalOSHA, etc.
- **Attend Legislative Hearings**
- **Assist with membership development**