

Compliance & Ethics: Compliance & Ethics Manager

COMPLIANCE & ETHICS: Develops, implements, administers and certifies compliance policies, procedures, and practices. Ensures alignment with legal ethical standards of the organization. Provides compliance advice, investigates complaints and verifies deficiencies are corrected. Develops employee communication and training programs that focus on the elements of a company-wide compliance program. Analyzes metrics and audits functional compliance program. Maintains current knowledge of laws for financial, advertising and marketing reporting, regulations, and industry guidance that impact the company's compliance program. **REGULATORY COMPLIANCE:** Interprets federal and state and/or international regulations as they apply to products, financial processes, and other processes, practices and procedures. Investigates and resolves compliance problems, questions, or complaints received from other units of the company, customers, government regulatory agencies, etc. Implements policies and procedures to ensure that these are in compliance with the appropriate statutes and regulations and that regulatory reporting requirements are met. May develop and implement programs designed to increase employee awareness and knowledge of compliance policies. May audit and evaluate current policies, procedures, and documentation for compliance with government laws and regulations. May include compliance review and approval of promotional materials, including post marketing.

Knowledge

Develops advanced concepts, techniques, and standards. Develops new applications based on professional principles and theories. Viewed as expert in field within the corporation.

Problem Solving

Develops solutions to problems of unusual complexity which require a high degree of ingenuity, creativity, and innovativeness. Challenges are frequently unique and solutions may serve as precedent for future decisions.

Discretion/Latitude

Works under consultative direction toward long-range goals and objectives. Assignments are often self-initiated. Virtually self-supervisory.

Impact

Decisions affect the financial, employee, or public relations posture of the organization. Erroneous decisions or recommendations would normally result in failure to achieve goals critical to the major objectives of the organization.

Liaison

Serves as prime consultant and external spokesperson for the organization on highly significant matters relating to policies, programs, capabilities, and long-range goals and objectives.

Work Products (Examples may include but are not limited to)

Provide leadership and management of the Supply Chain Compliance group and responsible for Supply Chain compliance, associated training, audits, related reporting and administration.

Minimum Education and Experience

15+ years of directly related experience with a Bachelor's Degree in Supply Chain, Business or a related field. Advanced MS Word, PowerPoint and Excel skills.