

**Name:**

**Department (and Section where appropriate):**      **Brewing Services, Sensory Group**

**Grade:**      **G4**

**Job Title:**    **Sensory Manager**

**Immediate Line Manager (Job Title):**    **Head of Brewing Services**

**Job Purpose**

To oversee and manage the running of the Sensory Group to deliver sensory services to clients in the alcoholic beverage industries. To expand the group's brand profile and identify opportunities for expanding the business.

**Main Duties (including % of time spent)**

- Project management and delivery (minimum 40%)
- Management and delivery of projects including reporting
- Maintaining a leading knowledge of developments in sensory science and developing own technical expertise in sensory science and sensory statistics
- Providing specialist sensory skills to offer advice, consultation and support for projects and interpretation of data
- Handling client enquiries relating to sensory techniques and data
  
- Business development and external marketing and sales (20%)
- Developing projects on sensory data for clients
- Identifying other opportunities for business growth and submitting project proposals
- Expanding the group's brand profile and representing Campden BRI on sensory committees
- Developing and delivering training courses and lectures in sensory science
  
- Financial and budgetary management for the group's activities (10%)
  
- Staff management including development, motivation and efficient utilisation (10%)
  
- Ensure operational efficiency through resource management and work practices (10%)
  
- Implement required systems of business management (including H&S) control (10%)

**Knowledge, Skills & Experience**

- Degree or equivalent experience in relevant subject
- Ability to taste beer and other alcoholic beverages (training will be given as required) to be recognised as a sensory expert for the alcoholic beverage industries
- Proven effectiveness in managing timely and cost-effective delivery of technical services/research outputs
- Competence in team leadership and management of staff and resource utilisation
- Commercial and financial awareness relevant to the marketing and selling of services
- Well-developed communication skills – upwards, downwards and outwards
- Effective teaching and training skills
- Competence in managing research projects

**KEY TASKS & RESPONSIBILITIES****1. Communications**

- Verbal and written client facing communication to impart and discuss technical and commercial detail with audiences having both specialist and non-specialist knowledge
- Proactive communication of information to the HOD and cascading information and instructions to team members
- Giving formal presentations at conferences, training events and client meetings
- Ability to communicate statistical concepts and outputs to different types of audiences

**2. Analytical Skills & Creativity**

- Ability to statistically analyse and interpret complex sensory data and draw business-relevant conclusions
- Skilled at problem solving and troubleshooting with regards to aspects related to study planning, experimental design, statistical analysis and data interpretation
- Analysis of financial, business and technical information and development of plans based on these inputs
- Ability to assimilate multiple information streams and opinions to make sound decisions/recommendations and offer a structured approach to problem solving
- Ability to balance longer term objectives and deliver against shorter term deadlines with variable notice periods

**3. Management of Activities**

- Responsibility for operational activities within the group including work allocation and delegation, cost control and service quality
- Project management and technical quality of the group's work
- Coordination of group delivery against financial, technical and managerial targets
- Ensuring compliance against business management requirements
- High level of competency at planning, managing and delivering projects to meet objectives, timescales, deliverables and financial targets
- Ability to manage and prioritise a number of concurrent activities in order to achieve deadlines

**4. Management of People**

Divisional Director – Head of Department – JOB HOLDER – Team members.

- Direct reports - group team members and sensory panel
- Total of 2 reports in group plus sensory panellists
- Responsible for appraisals, ongoing performance review, training and development of direct reports

**5. Management of Finance & Resources**

- Responsible for generation of annual income to meet agreed budgets
- Responsible for maintenance and development of the group's facilities

**6. Autonomy & Accountability**

- Working primarily under the supervision of the Head of Department but with general autonomy for decisions based on project-related and client-based activities within group scope
- Empowered to initiate and contribute to departmental activities outside direct group focus following consultation with line management
- Responsible for implementation and management of corporate activities and legal requirements within the group
- Accountable for the group's performance in relation to finance, technical and service delivery/quality

**7. Working Environment**

- Primarily based at Nutfield site but requirement for travel in the UK as well as abroad

**8. Other designated job roles** (Please tick those applicable)

Technical Panel Secretary

Quality Co-ordinator  
Safety Co-ordinator  
First Aider  
First Aid Leader  
Fire Officer  
Fire Leader  
Out of Hours Service  
Software Co-ordinator  
Trained internal Auditor  
Equipment Officer  
Departmental Archivist  
Hygiene Manager  
Process Hall Manager  
Event Director YES  
Risk Assessor  
Biological Safety Officer  
Safety Representative  
Safety Committee Member  
Sample Receipt Steward  
Authorised Driver (in line with Car Policy) YES

**DSE User**      **YES**

**Manual Handler** **NO**

**Signed & Dated**

Job Holder ..... Date .....

Line Manager ..... Date .....