



**POSITION VACANCY LISTING**

University of Wisconsin-Madison

PVL# 60238

APO HOLD

07/06/2009

**Working Title:** **UW Meat Research Program Manager**

**Official title/code:** RESEARCH PROG MGR II(P70NM)

**Appointment Type:** Academic Staff

**Major Department:** A072700 / AG&LSC/ANIMAL SCIENCE

**Other Department(s):**

**Full Time Salary Rate:** Minimum: \$47,381 ANNUAL (12 months)  
Maximum: \$69,678 (Not Advertised)  
Depending on Qualifications  
Extraordinary Salary Range: No

**Terms:** This is a renewable appointment.

**Appointment Percent:** 100%

**Anticipated Begin Date:** August 3, 2009

**PVL Type:** Conversion

**Prior Incumbent:** TIMM, TERRY N **ID #** 00026688

**Number of Positions:** 1

**Underutilization:** Minority: Y Women: N **Wisconsin Caregiver Law:** N

**Fund-Activity-Account:** 101 - 4  
101 - 2

**Additional Funding:** **Grad School Funded:** No **Continuing Studies Funded:** No

**To ensure consideration, application must be received by:** July 17, 2009

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**Primary Contact**

James Claus  
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**Administrative Contact:**

Shelia Pink  
Dept of Animal Sciences  
1675 Observatory Dr  
Madison WI 53706

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**Degree and area of specialization:**

Master's degree in Animal Sciences or related areas.

**Minimum number of years and type of relevant work experience:**

Five years of experience, preferably in meat science, meat plant operation, meat equipment, and typical chemical and physical tests used on meat. Ability to harvest and fabricate red meat and poultry species, as well as train employees in these functions. Accounting and fiscal management skills. Ability to communicate clearly and concisely, orally and in written communications. A strong background and understanding of the principles associated with food safety, HACCP, a commitment to quality assurance, and humane livestock handling. The candidate must have a strong work ethic and capable of heavy physical labor associated with typical animal harvest. Desirable people skills in terms of working with a variety of employees, students, and customers.

**Principal duties:**

The Meat Research Laboratory is a state-inspected facility, which provides a research and instructional program for faculty in the Department of Animal Sciences and numerous other departments who are responsible for carrying out the research, instructional, and extension mission of their departments.

40%

This position will be responsible for independently directing and managing a functional program that requires an extensive knowledge base for a reliable Hazard Analysis Critical Control Points (HACCP) food safety program that supports the faculty mission. This position will utilize an extensive knowledge of animal science or a related field to independently procure animals to be utilized for the explicit research and instructional purpose that ensure the quality of research and instructional methods. Independently evaluate and select animals for the purpose of the intended research. This position will advise faculty with an understanding of research concepts on processing options and food safety in response to their specific research project. This position is responsible for coordinating multiple research projects, ensuring compliance with research protocols, procurement of animals and supplies and equipment. The program manager will develop, implement, and revise practices and procedures that will ensure food safety through standard operating procedures (SSOP), good manufacturing practices (GMP), standard sanitation procedures, and microbiological sampling. The development of food safety programs will require the incumbent to have an extensive knowledge and understanding of food safety issues and health risks, and develop a course of action to address and resolve them through changes in SSOPs, manufacturing practices, and appropriate sanitation methods. Demonstrate the safety of a thermal processing procedure used to manufacture meat products. In addition, this position will be responsible for developing, implementing and managing a meat recall program to address food safety issues.

30%

The program manager will provide on-on-one instruction to laboratory students regarding the selection of raw materials, in addition to providing laboratory training regarding processing methods, set-up and equipment operation, and safety measures. This position will utilize their expertise to advise on problem solving. This position will advise faculty on processing options and food safety in the research laboratory setting. The program manager provides independent oversight of a small scale merchandising store housed in the Meat Science facility, which includes instructional support in terms of procurement, cutting, processing, packaging requirements, regulatory compliance (food safety, product labels), and financial management. In addition, this position is responsible for the management of student workers involved with applied research projects that require routine chemical analysis, color determinations, storage display studies, and textural analysis. Provide oversight and instruction for undergraduates working on independent studies, graduate students, and post-doctorates that require the use of the pilot plant facilities. The program manager will be responsible for optimizing the use of the pilot plant laboratories for instructional purposes when these areas are not directly being used by faculty for teaching, research, or extension. This position will be independently responsible for determining how to maintain the activity of the facility to ensure that students receive a hands-on instructional experience in a working facility.

10%

This position must also utilize their expertise to interact directly with industry to resolve issues of product quality, food safety, and appropriate processing methods. This position is independently responsible for developing processes to resolve issues and procedures to serve as a resource and achieve objectives for industry.



10%

This position will be responsible for ensuring compliance of OSHA regulations in a facility that includes high risk equipment. Ensure compliance with State Meat Inspection regulations and adapt procedures and practices to meet current regulations. Utilizing a comprehensive knowledge of state regulations, this position will develop and implement safety protocols and training for faculty, staff, students and industry individuals. Develop Standard Operating Procedures to ensure compliance for equipment operation and avoid pathogen contamination. Develop standard operating procedures for microbiology sampling; revise sanitation procedures in response to interpretation of sampling results. Serve as a subject expert resource in regards to compliance issues for the planning process for the new pilot meat research facility.

10%

Independently manage the meat research facility budget in addition to making determinations of equipment selection and purchases, repair and meat merchandizing. Determine means to effectively manage cost recovery of carcass and fresh meats used to support teaching and research activities. When quantities are limited, the program manager will need to purchase animals or meat to supplement instructional and research needs to ensure cost effective methods for equipment setup, inspection, processing, and labor input. Independently hire and train student employees.

**Additional Application Procedures:**

Please send a cover letter expressing your interest in this position, your resume, copies of your transcripts, and the names and contact information of three references. These materials should be emailed to: [MtMgrHR@ansci.wisc.edu](mailto:MtMgrHR@ansci.wisc.edu)

**Number of FTEs supervised:** 1

**A period of evaluation will be required**

**Approved by:**

\_\_\_\_\_  
(Principal Investigator/Employer)

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Department Chairperson)

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Dean/Directors)

\_\_\_\_\_  
Date