Call for Expressions of Interest to Join the SRP Assurance Team

Context:
The Sustainable Rice Platform e.V. (SRP) is a global multi-stakeholder alliance established in 2011. SRP promotes resource-use efficiency and climate change resilience in rice systems (both on-farm and throughout value chains) and pursues voluntary market transformation initiatives by developing sustainable production standards, indicators, incentive mechanisms, and outreach mechanisms to boost wide-scale adoption of sustainable best practices throughout rice value chains. See www.sustainablerice.org.

The SRP-Verified Label represents the integrity of claims on sustainable best practices according to the SRP Standard for Sustainable Rice Cultivation, as verified through the SRP Assurance Scheme.

Position(s):
The SRP Secretariat is expanding to effectively deliver programs and maintain high quality of work. As part of our growth, SRP is seeking one or two individuals to strengthen our assurance team. The successful candidate(s) will work closely with the SRP Executive Director, Technical Committee, and Secretariat to drive the ongoing improvement and relevance of the SRP Assurance Scheme.

Core responsibilities and tasks of SRP Assurance Team:

Program administration
- Ensure completeness of the documented assurance management system (ISEAL Assurance Code 5.1.1)
- Draft or enhance assurance policies, procedures, methodologies, and documents where gaps exist and manage their implementation (5.1.2-14)
- Ensure that key information on the assurance program and its implementation is publicly available and current (6.3.1)
- Manage complaints and appeals resolution procedure (5.1.12)
- Serve as internal and external focal point for inquiries and knowledge management for all assurance program topics

Program integrity
- Draft or enhance policies and procedures for oversight of the assurance program to ensure integrity, consistency, and credibility, and oversee their implementation (5.4, 5.5, 5.6)
- Plan and deliver periodic training to assurance program partners to ensure they have the skills and competencies required to execute the assurance program (5.5)

Data management
- Maintain an assurance information management system that supports gathering, management and analysis of relevant data from internal and external sources, including compliance data from assurance providers and oversight bodies (4.4.2)
- Ensure application of data control and data governance procedures for assurance processes (4.4.3-4)
• Ensure assurance database(s) hold complete, accurate and up-to-date information for monitoring, reporting, communication, and insights

Risk management and management review
• Maintain an assurance risk management plan that addresses the most significant threats to the integrity of the assurance program (4.2.1, 5.6.1-2)
• Take measures to manage identified threats manage risks and implement improvements (4.5.2)
• Conduct annual management review to assess performance of the assurance program, update classification of risks, and inform further improvements (4.5.1)

Stakeholder engagement
• Ensure stakeholders are informed on opportunities to provide input on the assurance program and support its oversight (6.3.2)
• Gather learnings and insights from third-party audits to feed into ongoing assurance program improvements (5.2.3)

Drive improvements
• Ensure alignment with the ISEAL Assurance Code of Good Practice, including implementing improvements toward code-compliance
• Understand the strengths and gaps in the existing assurance program; over time, initiate recommendations to improve the efficiency, consistency, and credibility of the program, making sure it remains fit-for-purpose and balances the needs of various stakeholders
• Feed into revisions and ongoing development of the SRP Standard (and related guidance), based on learnings from the assurance program
• Work with other departments to collaborate on cross-functional initiatives

Qualifications:
• Bachelor’s degree in a relevant field, such as agronomy, environmental science, sustainability
• Five (5) years of professional work experience in a relevant field, such as standards and certification, auditing, sustainable development
• Excellent understanding of what constitutes credible and scalable assurance in the context of global commodity value chains
• Strong understanding of basic auditing approaches and principles
• Passion for quality and keen attention to detail
• Excellent analytical and problem-solving skills, with a proactive approach to finding and proposing well-balanced and thoughtful solutions
• Excellent organizational abilities, with capacity to handle competing priorities
• Strong relationship building skills and service-oriented attitude
• Strong communication skills with the ability to communicate clearly, concisely, and appropriately for wide-ranging audiences
• Fluent in English (written and verbal)
• Excellent computer and IT skills, including Microsoft Suite
**Working arrangements:**
We envision adding the equivalent of one staff position, with a desired start date soonest. Duty station options include remote working (home-based) and/or Bangkok, Thailand (office-based).

We encourage interested persons to propose their preferred working arrangements (e.g., preference for full or part-time staff position, consultancy on retainer basis, short term-contract, geographic location, etc.).

**Expression of interest:**
Please submit your expression of interest with CV and preferred working arrangements to info@sustainablerice.org. The deadline for submission is **4 March 2022**.