



Bay State Milling Job Description

Job Title: R&D Manager
Department: Research and Development
Reports To: **Director of Research and Development**
FLSA Status: Exempt
Prepared By: Vanessa Brovelli
Revised Date: 5/2/2022

ABOUT BAY STATE MILLING

Bay State Milling Company (BSMC) is a 5th generation family-owned supplier of plant-based ingredients, including grains, seeds, pulses, flours and mixes. Our strategic intent is to be a leading supplier of plant-based ingredients for the next generation of foods in North America. Our Innovation HQ is in Quincy, MA where, as a Research & Development team, we develop, analyze and apply our ingredients across a variety of food categories including commercial and artisan bread, pasta, pizza, tortillas, bars, sweet goods, and snacks.

SUMMARY

The R&D Manager plays a key role in leading research activities and management of scientists dedicated to the development and support of BSMC's plant-based ingredients. The Research and Development team is focused on discovering and developing ingredient solutions that delight customers through unique sensory, functional and/or nutritional benefits. These benefits may be expressed through various combinations of conversion technologies with existing or new plant supply chains.

This role will report to the Director of Research and Development and will align directly with the initiatives of our three Business Units. This role will also interact closely with various functions including; Leadership, Marketing, Sales, Supply Chain, Operations, Engineering, Quality Assurance, and Technical Service.

ESSENTIAL DUTIES & RESPONSIBILITIES

- Lead R&D projects with a focus on ingredient research to 1. Develop and support new plant-based ingredients that are differentiated by functionality, flavor or nutrition, and 2. Support customers with a goal of increasing BSMC ingredient sales.
 - Conducts research and literature reviews to identify market opportunities or gaps and develop innovative ingredients to fill these gaps, in collaboration with other industry or academic experts.
 - Employs various conversion technologies (milling, blending, separation, combination, thermal processing, etc.) to enable new functionality or other benefits (safety, nutrition,

flavor) from plant-based supply chains leveraging experimental design and statistical analysis tools.

- Use various analytical tools and techniques, as well as collaborate with outside analytical labs, to identify and demonstrate functional or nutritional significance of plant-based supply chains to drive marketing value propositions.
- Technical subject matter expert on specific BSMC projects and products.
- Management of two-three scientists or senior scientists, providing learning, growth and development opportunities while managing performance against goals.
- Oversight of the Research and Development laboratories to ensure capabilities and operations are maintained, functional and aligned with evolving business needs.
- Travel within the US and occasionally outside of the US (~25% of time) for customer support, plant trials, educational conferences.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The skills listed below are representative of the knowledge, skill and/or ability required.

- Excellent internal and external verbal and written communication
- Technical problem solving with plant-based ingredients and foods
- Experimental design and Statistical analysis
- Analytical testing of cereal, seed and pulse-based ingredients and foods
- Clear and accurate documentation of work for IP management
- Cross functional teaming
- Applications development and nutritional knowledge in core plant-based foods (bakery, pasta, snacks) is a plus

Passion for the food industry with clear views on the role of transparency, authenticity, sustainability, and nutrition.

EDUCATION and EXPERIENCE

- Minimum B.S. Degree in Food Science, Bakery Science, Nutrition Science, or Cereal Science from an accredited college or university
- Minimum 10 years of R&D experience, preferably with ingredients in the bakery or plant-based foods space
- Experience in management of technical team members is desired

PHYSICAL DEMANDS *the physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing this job, this employee is regularly required to be on her/his feet for long periods of time. At other times, it will involve sitting for long periods. This requires the use of hands, fingers, handle or feel objects, tools or controls. This person must be able to talk and hear to communicate with

others throughout the facility as well as with internal customers. Specific vision abilities required by this job include close vision, distance vision and the ability to focus. Must be able to lift and carry 50 pounds occasionally. Must not be allergic to wheat, soy and/or associated dusts.

WORK ENVIRONMENT *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.* Usually will work in laboratory environment. However, on occasion will be required to work in hot, noisy and dusty environments (plants). The person may also handle hazardous chemicals.

LANGUAGE SKILLS

Must speak fluent English as the primary language. Must have the ability to read, analyze, and interpret memos, general business communications, technical procedures, and governmental regulations and/or labels. Must have the ability to write in English and complete reports.

MATHEMATICAL SKILLS

Must possess the ability to work with mathematical concepts and apply concepts such as addition, subtraction, multiplication, division, fractions, percentages, ratios, and proportions to analytical situations.

REASONING ABILITY

Must possess the ability to define problems, collect data, establish facts, and draw valid conclusions. Must have the ability to interpret technical instruction in mathematical or diagram form and deal with multiple tests operating at any given time.

SAFETY

While performing the essential job functions, the employee is expected to work in a safe manner and to follow company policies regarding safety. It is the expectation and responsibility of the employee to report any and all injuries immediately to their manager and to resolve any safety situation that is substandard and poses a risk for employee injury, property damage or loss.

FOOD SAFETY/SECURITY REQUIREMENTS

The Company is committed to producing and delivering defect-free products. To ensure this, all employees are required to be trained on and adhere to the Good Manufacturing Policies set forth by the Company as they pertain to personnel practices, equipment, and facilities. It is also vital that all employees be aware of their work environment and prevent any accidental or intentional adulteration of products produced at this facility.