



Job Title	Spirit Supply Cooperage Team Leader
Business Unit	OBU
Function/Region	Distilling & Technical
Location	Dufftown
Leader	Spirit Supply Area Leader
People Leadership	19 Direct Reports
Job Level	4A
Role Purpose To lead, develop and manage all aspects of wood management and cask repair operations to ensure the delivery of key results in line with overall Spirit Supply strategy ensuring compliance with all relevant legislation.	
Accountabilities <ul style="list-style-type: none">• Ensure the cask repair and movement's processes are compliant with Health & Safety, Environmental and legislative regulatory bodies.• Execute the operational plans in line with Company, Operations and Business Unit objectives.• Manage the cooperage & wood management budgets, including variable and fixed costs for maximum functional benefit.• Maintain strong relationships with internal stakeholders to ensure alignment of business objectives that drive essential behavioural; and process change. Strong links to be developed with the Whisky Stocks, planning, Liquid Supply and Compliance teams.• Implement best practice processes and procedures maximising effectiveness and efficiency, ensuring a strong interface with all key relationship teams.• Lead and support improvement projects utilising continuous improvement techniques and ensure ownership and knowledge transfer is effective post project implementation.• Implement the planning process, to support a drive for improved operating costs and efficient resource management.• Lead, motivate and develop the team in line with the Company Values to maximise employee engagement, ensuring learning and development needs are planned and resourced.• Preparation and translation of operational reports to provide real-time updates on plant and team performance, including individual performance, demonstrating compliance with the objectives and regulatory requirements.• Demonstrate behaviours in line with our diversity and inclusion aim, which is to create and promote a diverse and inclusive culture at WG&S where ideas, differences and views are respected and where all employees are encouraged to create their own personal legacy	

Values



BE PROUD

We are proud of our brands, our heritage, and our commitment to superior quality in our products



BE RESPONSIBLE

We expect every individual and their teams to be accountable and to perform to their full potential



BE SUSTAINABLE

We wish to make a positive contribution to our communities and to our environment



BE PROFESSIONAL

We value integrity, transparency, professionalism and constructive debate within a team working culture



BE ENTREPRENEURIAL

We foster a forward thinking and innovative culture that recognises the need for innovative thinking and continuous improvement



THINK LONG TERM

We are proud of our brands, our heritage, and our commitment to superior quality in our products

Core Competencies:

Deciding & Initiating Action

- Makes prompt, clear decisions which may involve tough choices or considered risks
- Takes responsibility for actions, projects and people
- Takes initiative and acts with confidence
- Initiates and generates activity

Leading & Supervising

- Provides others with a clear direction
- Sets appropriate standards of behaviour
- Delegates work appropriately and fairly
- Motivates and empowers others
- Provides staff with development opportunities and coaching
- Recruits staff of a high calibre

Safety & Environment Compliance

- Demonstrate adherence to role specific responsibilities as detailed in the Company Policy "Approach to Health and Safety"
- Develop safe systems of work within the Team, taking guidance from the SHE Advisors as needed
- Provide assistance and support to the SHE Advisor
- Promote Health and Safety awareness and safe working within the Team, providing the necessary training and instruction as required
- Demonstrates knowledge of relevant safety and environmental legislation

Delivering Results & Meeting Customer Expectations

- Focuses on customer needs and satisfaction
- Sets high standards for quality and quantity
- Monitors and maintains quality and productivity
- Works in a systematic, methodical and orderly way
- Consistently achieves project goals.

Planning and Organising

- Sets clearly defined objectives
- Plans activities and projects well in advance and takes account of possible changing circumstances
- Manages time effectively
- Identifies and organises resources needed to accomplish tasks
- Monitors performance against deadlines and milestones

Coping with Pressures & Setbacks

- Works productively in a pressurised environment
- Keeps emotions under control during difficult situations
- Balances the demands of a work life and a personal life.
- Maintains a positive outlook at work.
- Handles criticism well and learns from it.



Skills and Qualifications:

Essential:

- Proven leader who can set objectives, performance manage a team and develop individuals to achieve their full potential
- Knowledge and experience in the relevant areas of H & S legislation, HMR&C compliance and the application of warehousing & logistics best practice initiatives

Desirable:

- Knowledge of cooperating best practise
- Experience of working in a Continuous Improvement culture
- Degree educated with IBD qualifications – Diploma
- Experience in the drinks industry

Created by:	Joseph Sammons
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