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Production Supervisor

Michigan Milk Producers Association, a leader in Michigan's dairy industry, is seeking a Production Supervisor to join our team. The regular shift hours for this position are 4pm-2am with Tuesday, Wednesday and Thursday as standard days off. Michigan Milk Producers Association is the 10th largest dairy cooperative in the United States with approximately 2,000 dairy farmer members in Michigan, Indiana, Ohio and Wisconsin.

Your Mission

Responsible for supervising a team of unionized production employees on an 8, 10 or 12-hour shift basis. This position plans and assigns work, implements policies and procedures, and recommends improvements in production methods, equipment, operating procedures, and working conditions.

Responsibilities include:

Essential Duties and Responsibilities:

- Plan and organize available resources (employees, materials, time, equipment) to best meet shift production, quality and safety goals. Monitors and adapts plans throughout the shift as needed.
- Develop, coach, and counsel employees to ensure a motivated and competent workforce on the shift.
- Work cooperatively with other production supervisors to ensure effective shift to shift transitions and to minimize disruption due to unplanned absences. This includes conducting a pre-shift briefing with the supervisors to be relieved, completing shift notes for the current shift and briefing the incoming supervisor when done for the shift.
- Keeps other Departments within the organization informed of the status of work items.
- Continually develops a stronger understanding of the operation of our milk balancing plant to include: equipment operations, work flow, and labor contract features. This includes developing hands on familiarity with operating processing equipment and the ability to update the production plan.
- Evaluate and maintain effective application of the SQF plan in order to ensure product quality.
- Evaluate and maintain effective application of the MMPA Safety System to ensure worker and work place safety.
- Evaluate and maintain effective application of the FSMA plan to ensure manufactured products are safe from contamination.
- Maintain the plant's manufacturing equipment in sanitary condition (ensure employees clean and sanitize tanks and pipe routings, hook up and load / unload raw/finished material delivery tankers, clean work areas according to plant SSOPs in order to assure the quality of the manufactured product.
- Inspect facility (production, warehouse, grounds) to assure adherence to safety and operating policies and Good Manufacturing Practices (GMP) using Company policies and procedures.



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- Coordinate changes in production staffing and/or processes in order to ensure communication of proper manufacturing.
- Ensure regulatory compliance is achieved daily.
- Evaluate leadership, direction, and coaching skills to achieve work objectives and improve performance skills.
- Take action to improve one's own knowledge and skills.
- Coordinate work efforts of others to ensure completion of work against expectations.
- Ensure priorities are handled effectively by modifying plans and actions in your own area of accountability.
- Provide feedback to others in order to enhance their job performance.
- Ensure consistency and compliance of policies, procedures, and standards to ensure consistent guidance and direction.
- Communicate with peers and superiors to exchange feedback on product / service issues and to solve problems.
- Identify ways to reduce costs and increase profit.
- Enhance and sustain performance of others; plan and support the contributions of individuals and the development of their skills and abilities so they can fulfill current or future job role responsibilities more effectively.
- Provide Feedback; objectively observe, analyze, and share perception of other people's performance to reinforce or redirect behavior to improve performance results. Provide feedback that is timely, specific, behavioral, balanced, and constructive.
- Plan and organize; establish course of action for self and others that ensures work is completed efficiently in light of the strategies and goals of the plant.
- Practice uniformity; leverage the capabilities, insights, and ideas of all individuals' hold self and others accountable for developing and maintaining an environment which enables full participation and development of all backgrounds, cultures, styles, and views; create opportunities and a competitive advantage.
- Acknowledge similarities and differences of others and use this knowledge to work effectively on a team or with individuals of varied backgrounds, cultures, styles, and views in an effort to improve performance and increase productivity.
- Act with integrity; Maintain a commitment to honesty, model social, ethical, and organizational values; firmly adhere to codes of conduct and ethical principles.
- Pay attention to details; Accomplish tasks by considering all areas involved, no matter how small; show concern for all aspects of the job; accurately check processes and tasks.
- Manage conflict appropriately; Identify and address areas of disagreement and conflict; arrive at constructive solutions while maintaining positive working relationships.
- Monitor information as appropriate; Establish and use ongoing procedures to collect and review information necessary to manage projects or ongoing activities.
- Validate employee performance to ensure effective training.
- Coach, support and enforce plant work rules constantly.

Qualifications:



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Education and Work Experience:

- Bachelor's degree from four year college or university; or five plus years related experience and/or training; or equivalent combination of education and experience. The ideal candidate will have a minimum of three years of supervisory experience.

Functional Competencies needed:

- Strong organizational and communication skills
- Solid analytical skills
- Strong planning and organization
- Demonstrated initiative and desire to learn about the dairy industry
- Self-Directing
- Independent thinker
- Aptitude for gaining knowledge
- Ability to foster knowledge exchange within and with other departments
- Collaborative communication approach
- Requires a resourceful and direct management style, must ask questions and seek resolution
- Utilize sound judgment
- Ability to disseminate knowledge to other employees for the good of the coop
- Working knowledge of excel and word along with an ability to quickly pick up computer based logistics, sales, and inventory systems.

Managerial Competencies and Personal Skills/Attributes needed:

- Committed to achieve our mission through the leadership and guidance of a team
- Individual with open and new ideas
- Drive change with a positive attitude
- Leads by example
- Interact with all levels and show empathy
- Develop an authentic relationship
- Shows value for different opinions, shows flexibility to different opinions
- Shows interest to learn and share from others
- Learns and interacts positively with the environment
- Willing to take action in a changing environment
- Analytical and problem-solution oriented mindset
- Shows passion for growth and development within a team

Other Requirements:

- The job requires individuals to monitor all aspects of the operation, often requiring inspection of hard to reach areas where the candidate may have to climb, balance, kneel, crouch and crawl. Pipe connections sometime require the individual to reach above the shoulders. On occasion an individual may be required to lift and / or move 50 pound components or finished product manually or with a powered industrial lift (PIT). Communication and listening skills are a must.



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Company Features:

MMPA is one of the top dairy cooperatives in the nation. Our owners are 2000+ dairy farmers located in the states of Michigan, Ohio, Indiana and Wisconsin. MMPA markets its members' milk, guaranteeing a market every day for all member-produced milk.

BENEFITS

- Competitive salary incentive program
- Outstanding insurance benefits - Health/Vision/Dental
- Protection for the future - Life and Disability insurance
- Paid vacation time and sick time
- 401(k) plan with a generous company contribution
- Company provided pension

Together with our members and employees our association is positioned and planning for growth. Our benefits are attractive, and our future is bright.

Successful passage of drug test, background check, and criminal record check required.