



Position	National Programme Coordinator, Growers Leading Change Parental Leave cover - Fixed term up to 12 months		
Reports to	Communications Manager		
Company	Foundation for Arable Research	Date:	Sept 2021
Head office:	Innovation Park, 185 Kirk Road, Templeton, Christchurch		
Our vision: A sustainable and profitable cropping industry			
FAR's Core Values			
	<ul style="list-style-type: none"> ❖ Excellence ❖ Independence ❖ Responsiveness ❖ Integrity ❖ Empathy 		

Purpose
<p>Reporting to the Communications Manager, this position is responsible for the effective execution of FAR's three-year MPI SFFF Growers Leading Change (GLC) project, which is developing a framework to package and deliver research findings via a network of arable farmer discussion groups, trial and demonstration farms and a mobile resources.</p> <p>Oversee a high level of grower and stakeholder engagement via GLC regional facilitators.</p> <p>Meeting key FAR operational and GLC targets in support of the arable sector.</p> <p>This 0.5 FTE position covers Parental Leave. As such, the position is fixed term, up to 12 months from November 2021.</p> <p>The position will be based at the FAR office in Templeton.</p>

Roles and responsibilities	
Knowledge exchange	<ul style="list-style-type: none"> • Oversee Growers Leading Change (GLC) Project ensuring effective planning and delivery of knowledge exchange (KE) to GLC groups across New Zealand, on time and within budget. • Line management of GLC Regional Facilitators. • Oversee the identification and development of knowledge exchange (KE) materials and activities to meet the needs of Arable Growth Groups (AGGs) and other groups linked to the GLC programme. • Project reporting on GLC activities, progress and milestones. • Contribute to the development and implementation GLC outcome evaluation processes. • Be the initial FAR contact for prospective AGG and GLC groups. • Develop and maintain relationships with relevant stakeholders/professionals and be a point of contact for the arable sector. • Seek out opportunities to collaborate/ partner with other primary sectors, regional councils and stakeholders to encourage delivery efficiencies and sharing of best practice. • Work with Research and Communication teams. • Provide feedback on levy payer research and knowledge exchange concerns and priorities to the wider FAR team.

Knowledge exchange continued	<ul style="list-style-type: none"> • Seek opportunities to share KE delivery with other sectors, regulatory groups etc., to ensure efficiencies and sharing of best practice. • Where directed, provide industry representation, e.g. Federated Farmers committees, industry groups, and point of contact for the arable sector. • Where directed, contribute to stakeholder/supply chain engagement on technical issues at a national level. • Consult and collaborate with internal and external stakeholders/professionals for matters relating to KE for the sector. • Take an active and constructive role in KE management meetings. • Any other duties which may be reasonably required by staff from time to time during the course of FAR's business.
Management	<ul style="list-style-type: none"> • Direct line management responsibility for four part-time Regional Facilitation staff based across New Zealand. • Contribute to FAR company strategic plan and FAR research strategic plan.
Health and Safety	<ul style="list-style-type: none"> • Compliance with FAR health and safety policies and procedures
Training	<ul style="list-style-type: none"> • Develop ongoing capabilities through training and professional development
Other	<ul style="list-style-type: none"> • Applicants must be New Zealand citizens or permanent residents.

Skills/qualifications

A relevant tertiary qualification and practical experience in farmer group extension and facilitation.

Relevant skills include:

- Knowledge of and empathy with New Zealand arable farmers.
- Experience of developing innovative and effective extension approaches.
- Experience in facilitating and delivering extension activities at farmer meetings and events.
- A skilled communicator, able to speak with authority and write clearly and effectively.
- Experience in leading teams.
- Results-driven, with experience of achieving operational targets.
- Experienced at closely monitoring and managing budget expenditure.
- Excellent project management capabilities, including reporting.
- Confident to work with and lead industry partners from across the sector.
- A team player with the ability to respond to the needs of colleagues.
- Full, current New Zealand Driver's Licence.