**Position Detail**

**Position Title:** Dairy Pastures Specialist  
**Position Reports to:** Western Dairy Agribusiness - Team Leader  
**Business Unit:** Western Dairy  
**Number of Direct reports:** 1 – 3 Field Staff  
**Number of Contracted reports:** As needed

**Position and Western Dairy Purpose**

Western Dairy is a not-for-profit organisation funded through dairy farmer levies that are matched by Federal government funds channelled through Dairy Australia to Western Dairy. In addition to this funding, our activities are substantially augmented through additional funding partnerships, led by the WA Department of Primary Industries and Regional Development. Western Dairy works closely with the South West Catchments’ Council, who is our delivery partner and where our offices are based.

To develop research/demonstration project proposals to a high scientific standard with demonstrated alignment to WA dairy industry needs and priorities. In addition to represent Western Dairy while delivering presentations to farmers and investors both in field walk/trial site locations

**Main Accountabilities**

**The Dairy Pastures Specialist will be required to:**

- Design, establish and implement dairy pastures and related research and demonstration projects that meet the strategic objectives of Western Dairy, in a manner that is relevant for the WA dairy environment;
- In consultation with the team leader, manage research project budgets and allocate resources appropriately to achieve the required program outcomes and time frames;
- Maintain and grow stakeholder relationships with dairy farmers, seed and fertiliser companies and research institutions to enable effective operation of the projects and related communication;
- Manage field staff and contractors to assist in research projects including the development of work plans and managing OH&S requirements; and
- With support of communication experts, prepare written and deliver oral presentations that effectively delivers the key messages and value proposition of the work, in a manner that is highly compelling and engaging.

**Specifically, to carry out the above tasks, the candidate will be required to:**

- Develop research/demonstration project proposals to a high scientific standard with demonstrated alignment to WA dairy industry needs and priorities; including developing project plans based on accepted proposals;
- Prepare, sell and maintain the business case for external investment in research in a manner that respects the commercial sensitivity of the commercial companies;
- Implement field research and demonstration projects that help inform WA dairy farmers about Feedbase management decisions and manage the resourcing of such to budget and milestone and to OH&S standards;
• Collect, tabulate, analyse and interpret trial data;
• Complete project/milestone reports as required to meet project deadlines;
• Pro-actively source and review relevant published materials/data to support the activities from relevant institutions (e.g. Murdoch, UWA, QDAF, Ellinbank, TIA) plus Dairy Australia and other Regional Development Programs;
• Represent Western Dairy while delivering presentations to farmers and investors both in field walk/trial site locations and to key stakeholder meetings ranging in size from 6 to 300 attendees;
• Optimise latest available technology to implement research, demonstration and communication tasks
• Respond to individual farmer and investor queries with regard to the works in place in a timely manner.

Specific Position Requirements

Experience/Knowledge/Abilities

Experience
• Analytical and problem-solving skills with a proactive approach in determining the Groups administration requirements;
• Administration experience, particularly in preparing and formatting of business documents, letters and reports;
• Strong attention to detail in order to identify discrepancies in data with knowledge of statistics and the GENstat program;
• Highly effective interpersonal and oral communication skills for dealing with a diverse range of people;
• Ability to work with minimum supervision;
• Good project and time management skills to meet deadlines;
• Capacity, flexibility and a willingness to work on different and multiple activities.
• High level communication skills - excellent verbal and written communications skills.
• High motivation and commitment to excellence.

Key Working Relationships

<table>
<thead>
<tr>
<th>Internal</th>
<th>External</th>
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</thead>
<tbody>
<tr>
<td>Agribusiness Manager</td>
<td>Supporting organisations</td>
</tr>
<tr>
<td>Regional Manager</td>
<td>Commercial suppliers</td>
</tr>
<tr>
<td>Dairy Australia Feedbase lead</td>
<td></td>
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</tbody>
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Key Role Challenges

• Managing highly sensitive information emanating from the trials
• Meeting needs of Western Dairy as well as the commercial investors in the trials
## Behavioural Competencies

<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>Strategic Perspective with a high level of Conceptual Thinking</strong></td>
<td>Emphasizes the broader, longer term and more holistic vision and values of the Dairy Australia as a means of guiding decisions and actions, including the ability to think in terms of abstract ideas.</td>
</tr>
<tr>
<td><strong>Interpersonal Skills including Influencing and Relationship Building</strong></td>
<td>Ability to build, develop and maintain key relationships with relevant industry professionals, coupled with the ability to persuade, convince or influence others. With a strong ability to get along well with a variety of personalities and individuals</td>
</tr>
<tr>
<td><strong>Written and Verbal Communication in addition to active listening</strong></td>
<td>Ability to convey information verbally and in writing to foster, encourage and facilitate open communication. Including a strong ability to actively attend to, convey, and understand the comments and questions of others.</td>
</tr>
<tr>
<td><strong>Sharing of Expertise and encouraging sharing and development</strong></td>
<td>Brings both the motivation to expand and use one’s knowledge, and the willingness to share this knowledge with others. Actively spreads new knowledge and technical expertise. With a proven ability to develop a particular skill in others to bring them up to a predetermined standard of work performance</td>
</tr>
<tr>
<td><strong>Accountability within Judgment &amp; Decision Making</strong></td>
<td>Takes personal responsibility for conduct and the quality and timeliness of work. Makes timely, informed decisions using judgment and taking into account the facts, goals, constraints, and risks.</td>
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### Flexible Working Opportunities available for this role:

- ✔️ Remote Working
- ✔️ Early start/early finish
- ✔️ Part-time
- ✔️ Job-share

*Note: This assessment is based on factors such as the type of activities the role performed, systems required to be used to perform the role etc. Discussions with manager are required to validate before flex working commences*