

Growcom Position Description

Purpose

To lead the growth and evolution of the horticulture industry through grower engagement, advocacy and the delivery of valued programs

Position: Resilience Officer
Department: Projects
Reporting to: Growcom Projects &
Business Resilience Manager
Responsible for Staff: Nil
Location: South Queensland



1. Position Purpose

The purpose of the Growcom Resilience Officer position is to:

- Support delivery of National Non-Packaging Agricultural Plastics Stewardship Scheme as per contract with RMCG. (This may occasionally include supporting delivery of this program outside of Southern Queensland region, working with the Growcom Projects group).
- Support and deliver the Farm Business Resilience Program for Growcom, as per Queensland Government contract, within South Queensland as part of the project team. The Farm Business Resilience Program (FBRP) provides information and training to improve drought preparedness, including a Farm Business Resilience Plan.
- The position plays an important role within Growcom Projects team in the implementation of Growcom's Hort360 program and delivery of key projects and training initiatives.
- The field officer will work closely with other Growcom staff, Growcom members and other horticultural producers in the region, catchment committees and a range of industry, government, and regional stakeholders to deliver the project purpose and support Growcom purpose.

2. Responsibilities

- Carry out regional deliverables for the National Non-Packaging Agricultural Plastics Stewardship Scheme, as directed by Growcom Hort 360 Manager, in association with delivery of FBRP responsibilities as agreed by Growcom Projects and Business Resilience Manager, in accordance with project plans.
- Deliver, support development, and continuously improve the Farm Business Resilience Project plan, working with the Growcom FBRP project team, for Southern Queensland.
- Assist development and implementation of strategies and programs leading to increased resilience, operational efficiency, and natural resource management on horticultural farms.

3. Tasks / Activities

- Contribute to project plan and carry out tasks as per project plan as communicated and coordinated by Hort 360 Manager and Projects and Business Resilience Manager.
- Develop and demonstrate practices to optimise management practices and minimise offsite impacts.

- Contribute to individual farm profitability and sustainability by developing adoption programs for farmers to achieve continuous improvement in farm business resilience.
- Build focus on FBRP, through leverage of Ag Plastics project deliveries, and according to project plan.
- High Focus initially on practical delivery of 'Ag Plastics' project plan, increasing focus on delivery of FBRP project delivery.
- Apply marketing, extension and facilitation processes, tools and techniques to deliver FBRP project. Increase the awareness and involvement in industry of business resilience and natural resource management initiatives, as per project plans.
- Continuously improve and facilitate grower learning resources, through Agrilearn and Hort 360 for online and 'face to face' application.
- Build and support 'grower communities' to aid resilient communities for FBRP. Assist horticulture growers in the region to participate in the programs and implement Growcom Hort360, good agricultural and business practices.
- To work cooperatively with other areas of Growcom and to actively communicate achievements with all stakeholders, particularly members.
- Proactively promote Growcom products and resources to associated industry stakeholders, service providers and supply chain producers.
- Report on project activities, outputs and outcomes, as per project plans.
- Establish and maintain communication channels with horticultural growers in Southern Queensland.
- Adhere to Growcom Policy and Procedures and any other defined acceptable behaviour.

4. Qualifications & Experience

- Tertiary qualifications from a recognised University or Agricultural College in a relevant field of study preferred– e.g., business management, environmental or natural resource management, agricultural economics or science, communications.
- At least 3 years relevant experience.
- Group Leadership, Extension and Facilitation experience.
- Sound understanding of the horticultural sector and its environmental management and business management issues.
- Technical skills in farm management issues
- Ability to work with horticultural producers to assess their business needs and risks, current management situation and to facilitate the development of new business and farm management strategies and documentation.
- Well developed communication, writing and presentation skills and demonstrated ability to communicate effectively and maintain strong rapport with horticultural producers.
- Ability to develop and maintain professional relationships and networks.
- Ability to work effectively both in a team environment and independently, with minimal supervision and direction.

- Demonstrated project management, organisational and time management skills and an ability to meet tight timeframes and budgets
- Ability to provide clear and accurate advice to industry and to management.
- Experience in Microsoft Office products, such as Outlook, Word, Excel, and PowerPoint & ability to apply online meeting and learning resources.
- Understanding of regional arrangements and processes for natural resource management in Queensland would be an advantage.
- Current drivers license

5. Regional Duties	
Key Result Areas	Tasks/Responsibilities
Effective communication with horticultural growers across Southern Queensland.	<ul style="list-style-type: none"> • Implement a project communication plan • Maintain strong links with local and regional grower organisations, eg through regular attendance at growers meetings
High level of awareness and involvement of horticultural producers in region	<ul style="list-style-type: none"> • Promote Growcom Projects services, specifically Growcom Hort360 & Agrilearn. • Provide a hub for information and support services for horticultural producers in the region for environmental and business management issues.
Effective support services provided to horticultural growers to implement Hort360, good agricultural practices and business management.	<ul style="list-style-type: none"> • Deliver services to assist individual growers or grower groups to participate in Hort360 and implement good business practices. • Maintain accurate records of grower involvement in the Hort360, practice change and built resilience. • Contribute to the program operation, monitoring and evaluation.
Promotion of the achievements of the region's horticultural growers.	<ul style="list-style-type: none"> • Produce case studies and information on growers achievements regarding good ag / business practices • Incorporate promotion of industry achievements in the projects communication plan.
Reporting & administration	<ul style="list-style-type: none"> • Provide timely, accurate and relevant reporting of activities to Growcom Hort 360 Manager and Projects & Business Resilience Manager & corporate management as required
Professional/technical	<ul style="list-style-type: none"> • Identify and progress professional development opportunities to maintain and enhance skills and performance • Maintain effective information base and networks to keep up to date on relevant issues
Commercial Services	<ul style="list-style-type: none"> • Scoping of potential commercial services for Growcom - eg x number of meetings held with product suppliers, program managers, new members (grower, corporate)
	<ul style="list-style-type: none"> •

6. Travel

- A current Australian driver's license is required. Significant travel within the region required, and some intra state travel.

7. 1st Year FBRP Key Deliverables

- Review Hort360
- Contribute to development & refinement of project delivery structure,
- Agrilearn resource shared and learning processes uploaded.
- Industry FBRP contract holders invited to use Agrilearn resource
- Contribute to development of 'train the trainer' online learning resources.
- Contribute to development and delivery of monitoring and evaluation plan.
- Contribute to and carry out development and delivery of training, including workshops, webinars, introduction to FBRP and, process provided via webinar and uploaded to Agrilearn platform to agribusinesses to link to Hort 360 & complete FBR plans.
- Deliver 'train the trainer' session for QFF and other contract holders who wish to use Agrilearn platform.
- Assist growers to develop whole of farm planning – Granite Belt (20*) 5 workshop / webinar sessions.
- Facilitate peer to peer capacity building groups.
- Document 3 case studies by end of year 1, as per monitoring and evaluation plan.
- 20 Growers with plans in place at end of year 1.
- Identify and engage regional NRM MATs for alignment.
- Contribute to development and documentation of regional milestone reporting

8. Approvals

Position Description	Name	Signature	Date
Recommended by	Scott Wallace / Karen George		
Approved by CEO	Stephen Barnard		
Performance Outcomes			
Agreed by Manager	Scott Wallace / Karen George		
Agreed by Employee			
Quality Review			
The Quality Review is designed to provide consistency of outcomes across Growcom to ensure equity of all employees.			

9. Signed Copies Given To:

1	Employee	Check
2	Manager	<input type="checkbox"/>
3	HR (to add to personnel file)	<input type="checkbox"/>