

# POSITION PROFILE

## Regional Soil Coordinator

### Office of Research and Innovation

<b>Position Number</b>	10889
<b>Position Classification</b>	Professional Level 8
<b>Location</b>	Casuarina
<b>Reporting to</b>	Director - Northern Hub
<b>Special Provisions</b>	<ul style="list-style-type: none"><li>• Appointment is contingent upon receipt of a satisfactory National Criminal History check.</li><li>• Ability and willingness to travel to regional and remote locations.</li><li>• It is a requirement of the position for the occupier to hold a current valid NT driver's licence.</li></ul>
<b>Required Qualifications</b>	Graduate or Postgraduate qualifications in soil science and/ or adult facilitation or progress towards a Postgraduate qualification and extensive relevant experience; in Agriculture, Natural Resource Management or related field or subsequent relevant work experience.

#### Purpose of the Position

The Regional Soils Coordinator (RSC) will represent the Northern Hub in matters related to the management and improvement of soils, across lands managed for horticulture, agriculture, pastoralism, and indigenous values. The RSC will maintain relationships with producers, industry representatives, and the national network of RSCs. Working under broad direction with a degree of autonomy, the Regional Soils Coordinator will facilitate partnerships and build capabilities of service providers delivering soil services within the Northern Hub region to ensure land managers receive more effective, targeted and integrated soil services allowing them to understand their soil and make better management decisions. Coordinators will also be responsible for driving national priorities and services to the regions and reporting back to the Australian Government on regional issues and outcomes.

#### Duties

- Collaborate with Northern Hub staff and stakeholder organisations (government, industry bodies, NRM groups) to plan and deliver, or assist in delivering, outreach activities in Northern Hub region (field days, workshops, other).
- Collect and synthesize knowledge from refereed literature, outputs of research projects, and local knowledge held by producers and consultants;
- Develop and implement the Northern Hub Regional Soil Coordinator program.
- Develop and expand stakeholder networks and partnerships that facilitate the dissemination of evidence-based information and provide the opportunity to share and learn from each other
- Represent the Northern Hub at relevant events within its region, including field days, workshops, conferences, NABRC meetings, Beefups, and AGMs.
- Facilitate the delivery of activities and projects that are funded by or through the Northern Hub.

Occupational Category	5999	Industry Subdivision	81
		Industry Class	8102

- Influence development of new activities and knowledge by assessing gaps, understanding the policy environment, working closely with research scientists, and supporting the development of new funding opportunities
- Administratively support one or more committees and/or projects at the Hub or inter-Hub level.
- Maintain records and report on activity / performance, project milestones, and any other information required by the Knowledge Broker and Hub Manager.
- Develop communication and extension materials as required.
- Participate in Northern Hub internal meetings as required.
- Build the reputation of the Northern Hub as a unit that provides value in soil management to stakeholders

### **Key Selection Criteria**

- Graduate qualifications and relevant experience in agriculture, natural resource management or a related field.
- Knowledge and experience of applied agricultural research, innovation or extension, preferably in a northern Australian context.
- Understanding of regional soil issues, and the ability to work innovatively with farming communities to address them.
- Excellent personal communication skills and a proven capacity to engage stakeholders and to translate complex information into simple and culturally appropriate messaging.
- Demonstrated experience in creating or managing regional networks with key organisations delivering soil services, such as Landcare networks, agriculture grower groups, agriculture industry, regional natural resource management groups, state government agencies, and private providers.
- Strong project management skills, with a proven capacity to work independently to deliver outcomes.
- Proven skills in communication and project management.
- Proven capacity to write and report concisely and manage time effectively to meet tight deadlines.
- Understanding and sensitivity to work effectively in a complex cross-industry and cross-cultural environment.
- Proven ability to work and solve problems independently.

### **Desirable Criteria**

- Delivery of primary production sector extension and adoption program.
- Existing knowledge of primary production sector networks in NT and northern WA.

### **University Expectations**

- Contribute to the efficient and effective functioning of their team or work unit to meet University objectives. This includes demonstrating appropriate and professional workplace behaviours under the Code of Conduct – Employees, assisting team members if required, and undertaking other key responsibilities or activities as directed by one's supervisors.
- Demonstrate and promote the University Values, ensuring all workplace behaviour is appropriate in all workplace settings, proactively calling out inappropriate behaviour.
- Read, understand, and comply with all University policies and procedures.

- Undertake risk management and actively support and participate in the risk management processes adopted by the University, which include identifying, analysing, and evaluating risks that may impact the University.
- Work at and travel between other University campuses or to other locations occasionally as may be required during employment.
- Complete all mandatory training as required by the University.
- Demonstrate understanding of the principles of anti-discrimination, staff and student equity, work health and safety, and other relevant legislation, and show the willingness and capacity to implement equal employment opportunity and work health and safety plans, policies, and programs.

### **Work Health & Safety**

- Ensure all activities comply with WHS legislation and University policy & procedure.
- Implement & monitor risk management activities including, but not limited to, workplace inspections, incident/hazard investigation and follow-up, and implementation of risk controls.
- Analysis of WHS training requirements for staff, including the provision of training and monitoring of training to ensure completion and currency.