

POSITION DESCRIPTION

Position Title:	Policy Manager/Officer – Animal Health and Welfare
Reports to:	Chief Executive Officer
Direct reports:	None
Location:	Sheep Producers Australia office is based in Canberra
Job type:	Full time
Appointment:	3-year contract

Position Objectives

Position:

Manage policy, projects, and stakeholder relations in sheep health, welfare and biosecurity, to ensure outcomes are technically sound, able to be implemented and deliver against the strategic plan.

Responsibilities and Accountabilities

Responsibilities:

- Assume leadership and accountability for the management of policy relevant to SPA's involvement in animal health, welfare and biosecurity projects.
- Lead, coordinate and present policy issues and projects to SPA Animal Health, Welfare and Biosecurity Committee and SPA Board.
- Take a leadership role in maintaining and growing a strong professional working relationship with stakeholders, including producers, government and other key players in the broader sheep industry and supply chain.
- Contribute to stakeholder committees including AHA, MLA, NRS, National Farmer's Federation, related industry sectors, and State and Commonwealth Governments.

- Research and prepare responses, submissions, briefing papers and correspondence to industry stakeholders and the Australian Government, meeting SPA's obligations under contracts and the Red Meat Memorandum of Understanding (MoU).
- Manage and coordinate SPA's and the sheep industries Emergency Animal Disease (EAD) preparedness, including training activities for industry personnel.
- Assist in the strategic planning and implementation of strategies.
- Provide information and analysis for the development of media responses and contribute to regular communications.

Selection Criteria:

- Have strong policy development skills with a demonstrated ability to research, analyse and prepare accurate advice on complex issues.
- Possess sound knowledge of livestock production systems, and preferably health, welfare and biosecurity aspects.
- Have exceptional interpersonal and communications skills to manage stakeholder relations and represent and negotiate on behalf of SPA at meetings.
- Have project management skills with the ability to deliver results against tight deadlines and prioritise work in a changing environment.
- Have the ability to adapt to situations that are variable and can be different to those encountered in the past.
- Be able to work independently and be adaptable to operate within a small staff environment.
- Experience in communicating through the media, both electronic and print would be an advantage.
- Be prepared to travel regularly and stay overnight.

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Qualifications and Experience

Remuneration and Conditions

- The total remuneration package covers base salary, employer superannuation and other benefits including but not limited to onsite parking and flexible working arrangements, commensurate with experience, up to a value of \$120,000.
- Tenure will be initially for 3 years, subject to appropriate performance of duties
- The position is based in Canberra.
- Performance Appraisal process: The CEO will conduct an initial probationary review at 6 months and then performance appraisals at 12 month intervals.

How to Apply

How to Apply

- Email your application to admin@sheepproducers.com.au
- Applications close 9am Monday 17 August 2020.