

POSITION DESCRIPTION



POSITION | TŪRANGA: BUSINESS MANAGER – PRIVATE SECTOR

Team Tīma:	Commercial Group
Responsible to Tō kaiwhakahaere:	Sector Manager Agriculture
Direct Reports Tangata hei whakahaere:	n/a
Location Wāhi	Palmerston North
Term	Permanent

ORGANISATIONAL CONTEXT

The Bioeconomy Science Institute is New Zealand's newest Public Research Organisation, formed through the merger of AgResearch, Plant & Food Research, Manaaki Whenua – Landcare Research, and Scion. Callaghan's Biotechnologies Team and the NZ Food Innovation Network is also anticipated to join the merged entity during 2026. The Bioeconomy Science Institute exists to power New Zealand's transition to a circular, resilient, and prosperous bioeconomy. Through world-leading science, the Bioeconomy Science Institute drives innovation across agriculture, horticulture, forestry, aquaculture, biotechnology, and manufacturing. It protects and enhances ecosystems, strengthens biosecurity and climate resilience, and develops cutting-edge biobased products and technologies.

We honour Te Tiriti o Waitangi and embed te ao Māori in our transformation journey. This role helps ensure that change is inclusive, co-designed, and reflects equity, partnership, and cultural responsiveness. You'll play a key role in ensuring the voices of Māori and diverse communities are considered at every stage of organisational change.

ROLE PURPOSE | TE PAETAE O TE TŪRANGA

The Business Manager Agriculture is a pivotal commercial and relationship role within the Bioeconomy Science Institute's Private Sector team. The Business Manager champions the Bioeconomy Science Institute's science capability as a trusted partner to potential and existing Pastoral Agricultural sector customers and stakeholders. Building and maintaining enduring relationships that connect customer and sector priorities to world-class research expertise — enabling clients to access and contract the Bioeconomy Science Institute's science for work beyond contestable funded science that create value for both the sector and New Zealand.

This role acts within a team that is the primary commercial interface between their assigned sector clients and the Bioeconomy Science Institute's science teams, working with science to secure contracted programmes that deliver to meet the specific clients need.

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ACCOUNTABILITIES | NGĀ WHAKARITENGA

REVENUE GENERATION & BUSINESS DEVELOPMENT

- Develop and execute an annual revenue plan for your assigned customers, assisting in the maintenance of a robust pipeline, accurate revenue forecasting, and meeting or exceeding agreed income targets.
- Identify, pursue, and grow contract opportunities across existing and prospective clients, proactively expanding the Bioeconomy Science Institute's scope of work within established relationships.
- Act as the intelligence conduit between client and science teams, understanding and translating your customers' requirements, including required outcomes and outputs, investment parameters, and scope — to equip science leads to develop compelling, precisely targeted proposals.

CLIENT RELATIONSHIP MANAGEMENT

- Serve as the account manager and trusted partner for key sector relationships
- Manage and grow key customer relationships as the primary account lead, ensuring strong partnerships, well managed expectations, and appropriate contractual and IP arrangements.
- Maintain a deep understanding of each customer's strategic and investment priorities and science needs.
- Represent the Bioeconomy Science Institute professionally at sector forums, briefings, and engagement events.

CONTRACT DELIVERY AND SCIENCE INTEGRATION

- Work closely with our Bioeconomy Science Institute science teams when contracting projects to ensure they are scoped accurately, resourced appropriately, and delivered in full.
- Act as the commercial interface between science leaders and customers, translating customer requirements into actionable science programmes.
- Ensure contract milestones are monitored by science; assist to escalate and solve risks and issues proactively.
- Assist to ensure all reporting obligations to customers are met to the required standard and timeline.
- Assist with regular customer communications and progress reviews, ensuring transparency and trust throughout contract lifecycles

COMMERCIAL MANAGEMENT

- Negotiate contract terms, pricing, and variations in line with the Bioeconomy Science Institute's commercial policy and client expectations.
- Manage contract budgets to ensure they are priced to ensure financial performance and suitable margins.

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- Work with finance and legal teams to ensure contracts are compliant and reflect the Bioeconomy Science Institute's interests.
- Contribute to the development of pricing frameworks and commercial models for private sector work.

STRATEGY AND SECTOR INTELLIGENCE

- Monitor sector science investment trends and opportunities relevant to the Bioeconomy Science Institute capabilities.
- Provide market intelligence and customer insights to inform the Bioeconomy Science Institute's science strategy and capability investment.
- Contribute to the Commercial Services team's annual and ongoing planning and strategy processes.

INFORMATION AND RECORDS MANAGEMENT

- Ensure that information and records are maintained, created, and disposed of in compliance with relevant statutory, regulatory, and Bioeconomy policy requirements, documenting business transactions and activities securely and following established policies and procedures.

HEALTH SAFETY AND WELLBEING

- Demonstrate personal accountability for health, safety, environment and wellbeing by taking reasonable care for your own and others' safety, complying with statutory HSE requirements and internal CoPs/SOPs, responsibly hosting visitors, and promoting an open, proactive culture that recognises early signs of stress, fatigue and mental health and normalises discussion.

ORGANISATIONAL OBJECTIVES

- Actively participates in developing the capability to strive towards our responsibilities as a Tiriti partner.
- Ensures that all information created or received during your work is managed as per the Group's Information Management policy. This includes naming, storing, classifying and ensuring it is available to other staff as per the policy.
- Actively participates in the Bioeconomy Science Institute performance process, including setting objectives and having a robust development plan. Proactively and constructively contributes to performance conversations and personal development.
- Takes responsibility to understand and apply Bioeconomy Science Institute policies, processes, systems, and procedures daily.
- Commits to accurate and timely information sharing and recordkeeping as per set organisational standards.
- Performs additional tasks, duties and/or responsibilities as directed by their manager.

Note: The accountabilities set out above are not exhaustive

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WORKING RELATIONSHIPS | NGĀ HONONGA MAHI

Internal	External
<ul style="list-style-type: none">• Wider Commercial team members such as Commercial Services, Category & Growth, IP professionals• Science teams• Finance and Legal Teams	<ul style="list-style-type: none">• Relevant Sector customers and stakeholders

ABOUT YOU | Ō PŪMANAWA

Essential Experience & Knowledge

- Proven commercial experience with negotiation, sales and/or innovation within the pastoral agriculture sector.
- Strong business development and account management experience and skills.
- Experience working at the interface of science/technical delivery and commercial management.
- Demonstrated success in generating and managing revenue from private sector clients in New Zealand.
- Strong understanding of the pastoral agricultural sector including key stakeholders, and sector challenges and opportunities.
- Practical on-farm knowledge of dairy, sheep and beef systems, with an understanding of inputs, services, market dynamics and supply chains that drive farm and sector productivity

Skills & Competencies

- Excellent relationship-building and stakeholder engagement skills, with the ability to operate credibly and independently at senior levels.
- Strong commercial acumen with experience in contract negotiation and financial management.
- Ability to translate complex science and technical content into clear, client relevant proposals and communications.
- Highly organised with strong project and contract management capabilities.
- Effective communicator – both written and verbal – with capability to produce high-quality proposals and presentations.
- Collaborative team player who works effectively with others; scientists, technical specialists, and support functions.
- Self-motivated with the ability to manage a complex, multi-client portfolio.

Desirable

- Science, business, or related tertiary qualification.
- Understanding of Te Tiriti o Waitangi and its application in a science context.
- Existing networks within the sector

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WAYS OF WORKING | NGĀ ARA MAHI

Applied Professional Expertise	Applies advanced professional knowledge and experience to deliver high-quality advice, analysis or services within their area of expertise.
Planning and Coordination	Plans, prioritises and coordinates work activities to meet objectives, timelines and quality standards, adjusting plans as required to respond to changing demands.
Team Leadership and Support	Provides guidance and support to colleagues or direct reports, sharing expertise, supporting performance and contributing to a positive and inclusive team environment.
Problem Solving and Judgement	Applies professional judgement and experience to analyse and resolve complex issues within their scope of responsibility.
Collaboration and Contribution	Works collaboratively with others across teams or disciplines, contributing expertise and supporting effective delivery of shared outcomes.
Quality and Continuous Improvement	Maintains high standards of quality and actively contributes to improving processes, practices and ways of working.
Communication and Influence	Communicates effectively with colleagues and stakeholders, explaining concepts clearly and influencing outcomes through professional credibility.
Integrity and Accountability	Acts with integrity, professionalism and accountability, taking responsibility for work outputs and decisions.
Māori Cultural Capability and Te Tiriti o Waitangi	Applies an understanding of Te Tiriti o Waitangi principles in their work, using culturally appropriate practices and engaging respectfully with others.

MAINTAINING AN ACCURATE POSITION DESCRIPTION

As a research organisation, we understand change that enables growth, innovation and advancement for us all. Together with factors such as changes in our work environment, technology developments, statutory or regulatory changes, and/or internal developments, we may need to periodically amend your position description. In wishing to do so, we will consult with you (and your representative) before confirming any change and then, assessing any impacts to your remuneration, employment status, or development needs.