

<b>Position Title:</b>	Business Manager
<b>Reports To:</b>	Sector Manager – Meat and Fibre on-Farm
<b>Direct Reports:</b>	Nil
<b>Group:</b>	Partnerships
<b>Key Relationships:</b>	External stakeholders, sector managers, other account managers, science group/team leaders, scientists
<b>Location:</b>	Grasslands Campus, Palmerston North

## WHO WE ARE

We are passionate innovators, dedicated to making a difference to the future of New Zealand by delivering world-leading research and through complex problem solving across diverse agricultural areas. We are respected by the scientific community for thought leadership, trusted by industry partners for the value we add to the sector, and highly regarded by farmers and governmental stakeholders for all that we do to keep New Zealand at the forefront of global agricultural excellence.

We go beyond innovation to maintain AgResearch's role as a leading collaborator and contributor to New Zealand's worldwide agricultural reputation.

Our Vision is to drive economic prosperity by transforming agriculture while incorporating the fundamental concepts of sustainability, environmental responsibility and Mātauranga Māori.

## POSITION SCOPE & PURPOSE

Reporting directly to the Sector Manager – Meat and Fibre On-Farm, the Business Manager will collaborate with AgResearch scientists and external stakeholders to develop profitable projects that create value for both the sector and New Zealand. This includes maintaining strong relationships with stakeholders and scientists, identifying new opportunities for the sector, and providing stakeholder and market intelligence to our science teams.

The role will regularly engage and collaborate internally with other Business Managers and Sector Managers, the Government Business Managers, the Commercialisation team, Science teams, the Finance & Business Performance Group, and the Legal Team. Externally, the Business Manager will work closely with assigned stakeholders.

Some travel will be required.



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## KEY ACCOUNTABILITY AREAS

The Business Manager shall act within the following Key Result Areas. Assessment of performance within these areas will be at the Sector Manager's discretion throughout the year culminating in a performance review in July. Feedback on performance throughout the year can either be at the Business Manager's request or as offered by the Sector Manager.

### STAKEHOLDER RELATIONSHIP MANAGEMENT

- Act as key Account Manager for agreed stakeholders building strong and positive relationships and ensuring expectations are well managed.
- Understand stakeholder needs and link them with the appropriate science expertise, particularly in the dairy products and food processing areas, to develop proposals that will deliver to their needs.
- Prepare, maintain, implement and report on plans for assigned stakeholders e.g., stakeholder profiles and work plans.
- Work closely with sector manager as required with larger clients or clients of significant strategic value.
- Ensure AgResearch has appropriate contractual terms and agreements (including intellectual property) with assigned stakeholders.
- Identify risks that would impact on projected sales and revenue targets or strategic business development objectives. Work with sector manager to mitigate these with significant risks escalated to Director Partnerships.

### BUSINESS DEVELOPMENT AND SALES

- Accountable for developing and delivering specific stakeholder revenue targets.
- Identify and engage with new stakeholders / customers that align with organisational strategy and have commercial potential.
- Engage with specific science teams to build commercial plans and work in a business development capacity to assist in execution of those plans and servicing of customers.
- Responsible for the effective conversion of projects and ensuring the project team is set up for success.
- Accountable for actively managing specific stakeholder revenue conversion throughout the year and generating stakeholder revenue forecasts.
- Work collaboratively with the Sector team and wider Partnerships group to plan and deliver to stakeholder requirements.

### PARTNERING WITH SCIENCE

- Work with the science teams to understand the R&D initiatives and capabilities that AgResearch can offer to deliver to our impact areas.
- Build effective relationships with the science teams through great communication, consistent delivery of agreed outputs and by bringing commercial skills and perspective to engagements.



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- Keep across new science activity within the science teams and use this information to identify potential customers or business development opportunities.
- Support scientists with new and existing stakeholder relationships to ensure positive and productive relationships are maintained.

## COMMUNICATION

- Develop and maintain excellent relationships with members of the Partnerships group, science groups and teams, and the wider AgResearch community and assigned stakeholders.
- Support good internal communication by following up on requests for information from Science and the Partnerships Leadership Team.
- Maintain excellent internal communications by providing regular updates suitable for an organisational wide audience for potential incorporation into company-wide communication mediums.
- Work with science teams, Business Analysts and the Communications & Marketing team to develop compelling proposals, value propositions and sales and marketing material.

## CULTURAL

- Embraces the AgResearch Values framework and develops own behaviours to support these Values on a continuous basis.
- Assist in developing a high performance, science oriented and commercially focussed culture within Partnerships.

## HEALTH AND SAFETY

- Maintain current knowledge and comply with all AgResearch's health, safety and wellbeing (Te Whare Tapa Whā), policies, frameworks, systems, and procedures.
- Ensures awareness of own responsibilities and the procedures to follow in relation to health and safety.
- Identifies and reports any hazards, near misses or incidents as per prescribed policy and procedures.
- Demonstrates safe workplace behaviour by taking all practicable steps to ensure own and other's safety in the workplace.
- Attends scheduled Health and Safety training and development initiatives on a regular basis.

## ORGANISATIONAL OBJECTIVES

- Applies and implements prescribed project management methodology into all project work.
- Applies principles of continuous improvement by taking ownership for identification, analysis and investigation of work-related matters with the intent to improve, manage compliance and initiate best practice in our place of work.
- Actively participates in developing capability to strive towards our responsibilities as a tiriti partner. This includes, Te Tiriti o Waitangi training, te reo Māori me ōna tikanga, cultural bias training and actively supporting Māori employees in order to mitigate inequities.



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- Ensures that all information created or received during the course of your work is managed as per [AgResearch Information Management policy](#). This includes naming, storing, classifying and ensuring it is available to other staff as per the policy.
- Actively participates in AgResearch 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 AgResearch policy, processes, systems, and procedures on a daily basis.
- Commits to accurate and timely information sharing and recordkeeping as per set organisational standards.
- Performs additional tasks, duties and/or responsibilities as directed by your people leader.
- The accountabilities set out above are not exhaustive. Therefore, it may be necessary for you to undertake other reasonable accountabilities as required, which are within your abilities.

## PERSON SPECIFICATIONS

The person best suited to this position will possess the following:

### EDUCATION & QUALIFICATIONS

- Relevant tertiary qualifications in a business or science discipline or related field.

### CAPABILITIES & EXPERIENCE

- Relevant experience in a business development or sales role
- An understanding of the dairy sector and primary production systems
- Any exposure to science-based project management would be useful
- Proven ability / experience in opportunity conversion
- 5 years' experience with stakeholder relationship management
- Knowledge and existing relationships with assigned stakeholders and the industry / sector area
- Experience of working in a research / science organisation with knowledge in dairy based food product, formulation, processing and packaging, would be advantageous
- Expertise in drafting and maintaining stakeholder profiles and work plans
- Sound financial and business acumen
- Working knowledge of IP and contractual arrangements
- Knowledge of Mātauranga Māori would be advantageous



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- Advanced computing skills, including Microsoft applications
- Confident in initiating and starting new business relationships



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## COMPETENCIES

Organisational wide competencies – determined by the organisation as critical to every role.	
Accountability	Accepts responsibility for one’s actions regardless of outcomes.
Caring About People	Displays sensitivity towards the attitudes, feelings, or circumstances of others.
Developing People	Provides support, coaching, training, and career direction to others.
Integrity	Acts honestly in accordance with moral or ethical principles
Driving Results	Accomplishes goals, completes tasks, and achieves results.
Leveraging Diversity	Respects and values individual differences to obtain a desired effect or result.
Relationship Building	Develops collaborative relationships to facilitate current and future objectives.
Self-Development	Actively acquires new knowledge and skills to remain current with and/or grow beyond job requirements.
Role based competencies – required to perform this role.	
Driving Change	Champions new methods, systems, and processes to improve performance.
Flexibility	Changes direction as appropriate based on new ideas, approaches, and strategies.
Listening to Others	Listens and restates the ideas and opinions of others to improve mutual understanding.
Processing Information	Gathers, organizes, and analyses diverse sources of information.
Decision Making	Uses sound judgment to make timely and effective decisions.
Influencing Others	Persuades others to help achieve organizational goals and objectives.
Solving Problems	Identifies solutions given available information.
Business insight	Applies business knowledge to achieve organizational goals and objectives.
Dealing with Ambiguity	Comfortably handles unclear or unpredictable situations.
Professionalism	Acts in accordance with job-related values, principles, and standards.



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