

POSTION DESCRIPTION

Position Title:	Science Advisor
Reports to:	Principal Science Lead
Direct Reports:	Nil
Indirect Reports:	Nil
Group:	Ag Emissions Centre
Key Relationships:	Ag Emissions Centre Science, contracting, Bioeconomy Science Institute Maiangi Taiao Finance, People and Culture, Technology and Digital Services, Partnerships and Programmes, Financial and Legal Advisors/Consultants, Ministry for Primary Industries, other government agencies.
Location:	Grasslands, Palmerston North
Korn Ferry Grade	KF17

WHO WE ARE

The Ag Emissions Centre plays a critical role in New Zealand's efforts to reduce emissions through shaping, funding and managing a research and development portfolio, building capability and infrastructure, and partnering with others nationally and internationally to deliver on our ambition and outcomes. The Ag Emissions Centre is an independently funded and managed business hosted by the Bioeconomy Science Institute Maiangi Taiao.

Reducing agricultural emissions is a critical contribution towards mitigating the impacts of climate change, meeting national and international emissions targets, and ensuring our primary industries thrive and continue to play their vital role in the New Zealand economy. The Ag Emissions Centre aims to discover, develop, and make available practical and cost-effective technologies and practices for New Zealand farmers and growers to reduce agricultural greenhouse gas emissions.

The Ag Emissions Centre is a key part of the Government's approach to reducing agricultural emissions. In delivering to our vision and objectives we work with research organisations, government, Māori, the agri-industry, and farmers.

The Ag Emissions Centre currently manages a research portfolio comprising between \$45-50m per annum with contracting of both New Zealand and internationally based organisations and programmes.

POSITION SCOPE & PURPOSE

The Science Advisor works within the Ag Emissions Centre's Science Team to help deliver the vision and mission of the Centre's domestic research programme. The Advisor will contribute to shaping scientific research and support and co-ordinate the development of projects focused on reducing agricultural greenhouse gas emissions. While the Science Team includes several technical experts, we are seeking an early-mid career Advisor with a good understanding of farmer and grower needs, and a proven ability to translate scientific knowledge into practical, on-farm solutions and impact to complement these existing capabilities and help with succession planning.



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KEY ACCOUNTABILITY AREAS

RESEARCH DELIVERY

- Support the Ag Emission Centre's Science Team in provision of advice on the direction of the Ag Emission Centre's investment portfolio.
- Work with other members of the Ag Emissions Science Team to develop research projects that deliver to the Ag Emission Centre's Annual Plan. A key focus for the Advisor will be in the area of mitigating emissions via animal breeding and farm system manipulation.
- Work with research providers to develop fundable research programmes.
- Work with the Contracts and Services team to monitor science progress, assess delivery against milestones, and suggest any modifications needed to ensure that science progress is maintained.
- Contribute to the development of the annual science plan and prioritisation and assessment of research proposals received via both negotiated and competitive processes.
- Contribute to the preparation of technical and communication and marketing material, for example website content and technical fact sheets.
- Assist in hosting visitors, public presentations, and preparation of peer-reviewed journal articles, press articles, and social media content.
- Maintain active involvement in an area of agricultural greenhouse gas mitigation to demonstrate national and international expertise and credibility
- Help ensure research contracted by the Ag Emissions Centre is of the highest standards and meets all stakeholders' requirements and expectations.

WORKING WITH PARTNERS AND STAKEHOLDERS

- Contribute to building and maintaining strong relationships with Government
- Help maintain a strong partnership with AgriZero^{NZ} to support aligned investments and communications that support getting tools in the hands of New Zealand farmers and growers
- Support communications on the importance of agricultural greenhouse gas mitigation nationally and internationally and profiling New Zealand's efforts to domestic and international stakeholders.
- Contribute to building and maintaining strong relationships with research providers to support the successful development and implementation of solutions for New Zealand farmers and growers.

BUSINESS PLANNING, FINNACE, REPORTING AND COMPLIANCE PROJECT

- Support the Ag Emissions Centre's Senior Leadership Team, including contributing to internal monitoring and reporting.
- Assist the Science Team in the provision of reports to the Ag Emissions Centre's Governance and Advisory Groups on the activities and progress of the science and



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capability investments that the Ag Emissions Centre is responsible for.

INFORMATION MANAGEMENT

- Ensure that information created or received during the course of your work is managed as per the Bioeconomy Science Institutes Information Management Policy. This includes naming, storing, classifying, and ensuring that it is available to other employees as per the Policy.

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 to improve, manage compliance and initiate best practices in our place of work.
- Actively participates in and contributes to performance conversations and personal development.
- Takes responsibility to understand and apply the Bioeconomy Science Institute's policy, processes, systems, and procedures daily.
- Commits to accurate and timely information sharing and recordkeeping per organisational standards.
- Performs additional tasks, duties and/or responsibilities as requested by the Executive Director.

HEALTH AND SAFETY

- Maintain current knowledge and comply with all the Bioeconomy Science Institute's, 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.
- Maintain current knowledge of the Bioeconomy Science Institute's Health and Safety Management policies, systems, and procedures and ensures awareness of own responsibilities and the procedures to follow in relation to health and safety.
- Ensure proactive and effective workplace injury management and ensure the appropriate rehabilitation and support for employees.
- 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.



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PERSON SPECIFICATIONS

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

EDUCATION & QUALIFICATIONS

- A relevant post-graduate tertiary qualification (PhD, master's degree or post-graduate diploma) is essential.

CAPABILITIES & EXPERIENCE

- A minimum of 2- years' experience post-graduation, in a relevant scientific discipline working either in agricultural greenhouse gas emissions research or the agricultural sector with a strong interest and knowledge of agricultural emissions and their mitigation.
- Excellent verbal and written communication skills.
- Experience and or familiarity with the development, monitoring, and administration of research contracts and research outputs.
- Experience in the application of scientific and technical knowledge for the development of applied solutions in the primary sector.
- A high degree of critical thinking skills and the ability to fuse ideas from different disciplines and perspectives.
- Proven ability to apply and implement prescribed project management methodology into all project work.
- An ability to apply principles of continuous improvement.
- A willingness to actively participate in and contribute to performance conversations and personal development.
- An ability to work independently and have excellent time management and organisational skills.
- A proven ability to build and maintain effective relationships across a range of groups and stakeholders.
- A willingness to work effectively and collaboratively with the Ag Emissions Centre team to ensure success.
- Knowledge and interest in New Zealand pastoral agricultural industries.
- Significant experience working with the Microsoft Office suite of products.
- A commitment to health and safety, both personally and at an organisational level.



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COMPETENCIES

Organisational wide competencies – these are the 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	Develop 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 – these are the competencies required to perform this role.	
Flexibility	Changes direction as appropriate based on new ideas, approaches, and strategies.
Planning & Organising	Coordinates and directs activities to help achieve business objectives.
Quality Focus	Strives to meet quality standards and produce quality work products.
Presenting to Others	Conveys ideas and information to groups.
Networking	Builds and maintains a system of strategic business connections.
Industry Insights	Applies knowledge of industry trends and outlooks to achieve organisational goals and objectives.
Teamwork	Collaborate with others to achieve goals.
Driving Innovation	Stimulates creative ideas and perspectives that add value.
Customer Focus	Provides courteous, timely, and helpful service to encourage client loyalty.



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