

**Role: KE Manager - Benchmarking**

**Band: D**

**Team: Knowledge Exchange**

**Reports to: KE Senior Manager - Benchmarking**

**Band Descriptor:** Specialist team members with experience of specific fields, amending and constructing processes to particular criteria. These roles will be technically knowledgeable in a defined field. May have some supervisory/team leader responsibilities.

**Contribution to Corporate Business Plan:** Collaborating and providing technical knowledge.

**Role Purpose:**

The role leads on the promotion of Farmbench and the recruitment and retention of Farmbench users, ensuring that accurate, industry representative benchmarking data sets are uploaded and validated. A key element of the role is to support and facilitate farmer-to-farmer learning, through group benchmarking meetings. The overall objective is to see real and sustained improvement in farm business performance.

The post holder will be involved in some data uploads, but it is anticipated that the majority of farm datasets will be self-inputted by the farmer with support of the post holder. Some data validation and simple analysis may be required in the process of preparing materials for group benchmarking meetings and providing interpretation and context on the benchmark reports.

The post holder will also be required to work in close partnership with sector KE colleagues in the region to promote Farmbench to levy players and industry and supply chain stakeholders. This will involve training them in the use of Farmbench.

**Key Responsibilities:**

- To support farmers/consultants in uploading benchmarking data to Farmbench in line with the specified processes
- To occasionally validate datasets collected by colleagues or contractors
- Work with the sector KE Managers and other farmer-facing staff in AHDB and external consultants in interpreting and feeding back benchmarking reports to groups of farmers
- Organise the delivery of benchmarking in the region and be responsible for the achievement of agreed targets for data collection and other aspects of service delivery
- Regular contact with internal stakeholders and farmers

**Job Specific Activity (not a definitive list):**

- Achieve and maintain high standards of accuracy and attention to detail when handling data
- Feed-back Farmbench improvement ideas or development needs to the KE Senior Manager - Benchmarking
- Work as a valuable member of the Farm Economics team and work towards shared objectives
- To assist with the training of third party stakeholders and new team members as required
- To represent AHDB and to promote Farmbench to industry in conjunction with sector KE Managers
- The post holder is expected to undertake significant travel within the UK

**Delegated Authority:**

- To stand in for the KE Senior Benchmarking Manager as appropriate

**Person Specification – Knowledge/Skills/Experience:**

- Professional qualification in Agriculture/Economics or another numerate discipline, or equivalent experience
- Knowledge of physical and financial data recording systems, including tax and management accounts; the main cost of production principles etc
- Some knowledge of farming practices and inputs markets particularly in the dairy, potato, arable, beef and sheep sectors
- Current and valid driving licence
- IT literate

	Area of Expertise	Level Required
1	Influencing & Negotiating	3
2	Creating & Inspiring Commitment	3
3	Facilitation Skills	3
4	Planning & Organising	3
5	Presentation Skills	3
6	Knowledge Transfer & Communication	3

	Behaviours	Level Required
1	Customer Mind-Set	4
2	Performance Driven	3
3	Respecting Others	3
4	Working in a Matrix	3

Version	Date	Author	Description
1.0			Original
2.0	June 2017	HR	Amended AOE
3.0	July 2018	D Carless & D Anderson	Final