

## Head of Dairy Development – December 2018

**Role:** Head of Dairy Development Band: F  
**Function:** Knowledge Exchange  
**Reports to:** Knowledge Exchange Director

**Banding Descriptor:** Roles with significant experience, seen as the organisational experts in their field setting policy objectives and procedural criteria for their area, having a contribution to and delivery of the organisations corporate plan. Heads of Department within divisions, reports to divisional Director, with some delegated authority, line management and budgetary responsibility.

**Contribution to Corporate Business Plan:** Strategic Delivery.

### **Role purpose:**

To take responsibility for the development and coordination of Strategic Dairy Farms and promotion of Optimal Dairy Systems. To build and negotiate relationships with key stakeholders in the industry, working alongside the Dairy Sector Strategy Director and Heads of Dairy KE in England and Wales.

### **Key Responsibilities:**

- Lead the development and delivery of a programme of Strategic Dairy Farms (SDFs) across GB and coordinate with wider initiatives in Dairy Knowledge Exchange (KE) for, mobilising regional and sector expertise to deliver excellent and effective KE activities on SDFs
- Report on the SDF and Optimal Dairy Systems (ODS) KE programme to the Dairy Board, Dairy Sector Strategy Director (SSD), and KE Director as required
- Work with the Chief Technical Officer and the Functional Directors to ensure the strategic priorities for the KT and KE teams are integrated with research functions to deliver the Strategic Dairy Farms Programme aligned with Optimal Dairy Systems requirements
- Coordinate the delivery and expansion of Strategic Dairy Farms within the Farm Excellence Platform in Great Britain to deliver targeted outcomes for levy payers
- Evaluate the performance of the Strategic Dairy Farms within the Farm Excellence Platform to ensure continuous improvement
- Act as the key contact for Dairy Technical engagement for major dairy stakeholder businesses at the senior level
- Support Dairy SSD to secure external funding for expansion of for the Farm Excellence Platform
- Work alongside Dairy SSD, Head of Dairy KE and Head of Dairy Wales on development opportunities for the Farm Excellence Platform with key stakeholder businesses
- Promote AHDB to the industry and work closely with other functional teams to raise the standing of AHDB Dairy amongst levy payers and stakeholders
- Work alongside Dairy SSD, Heads of Dairy KE and Head of Dairy Wales to liaise with Defra, Welsh Government and Scottish Government to raise awareness and build support for the Farm Excellence Platform and Dairy KE
- Contribute strategic input to the Sector / AHDB plan
- The post holder may be expected to carry out other responsibilities which the KE Director may require

### **Additional Job Specific Responsibilities:**

- Act as Dairy Sector KE Coordinator
  - Liaise with the Dairy Sector Strategy Director
  - Ensure there is adequate communications between KE function at all levels
  - Engage with and understand sector needs and the KE landscape for dairy internally and externally (national and international)

**Delegated Authority:**

- AHDB financial responsibility and limits as stated in the Standing Financial Instructions within the department/team
- May provide cover for Director
- May act as delegated authority for Director

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

- Proven track record of delivering highly effective KE activity at a national level
- Extensive experience of managing a national network of Strategic/demonstration/monitor farms
- Respected and recognised across the GB dairy industry as a significant technical and industry expert
- Extensive experience of the dairy industry and its stakeholder organisations
- Extensive experience of managing significant budgets to high levels of governance
- Experience of working with government agencies and commercial organisations to develop business opportunities.
- Proven technical knowledge across the key aspects of the industry
- Experienced manager with proven track record of building a strong team spirit
- Results driven manager with experience of setting and managing stretching operational targets
- Experience of monitoring and recording performance of staff and motivating team morale
- Relevant degree or qualification in agricultural or related discipline
- May hold higher level professional or technical qualification
- Experience of developing and delivering strategic plans
- A skilled communicator with extensive experience of writing and presenting to high levels of industry status
- Proven track record and extensive experience of delivering effective knowledge exchange activity