



Position Description

Role: National Program Manager - Agriculture
Reporting to: General Manager - National Supply Chain
Location: Sydney preferred
Last Updated: August 2022

Position Overview

- This position is responsible for the day-to-day management of Foodbank's Australia's Agricultural Programs, which includes servicing and building our national Agri Partner relationships.
- It includes coordinating the involvement of our Agri Partners in the Foodbank Collaborative Supply Programs, which brings together multiply partners across the supply chain from farms to manufacturers to deliver in-demand products such as sausages and pasta.
- A major component of the role is to identify and deliver new programs and sources of supply of agricultural products, both ongoing and ad hoc. This includes surplus donations and opportunity buys, by recruiting and developing new Partners who can deliver tangible outcomes, such as providing sustainable and diversified ranges of products and multiply sources of supply.
- In addition, the role is about providing member states and territories with transport solutions/options allowing them to capture and distribute additional Agri products.

Responsibilities

In relation to Agri Partners and Programs:

- Manage day-to-day communications, logistics and reporting between Foodbank, Partners and transport providers (including delivery direct from farms/packing sheds across the east coast to the receiving state and territory Foodbanks).
- Engage, support and maintain Partner relationships (including coordinating meetings, regional site visits, volunteering opportunities and partner milestone celebrations)
- Identify new programs and sources of donations
- Identify and share special/opportunity buys with Partners
- Manage and further develop the Foodbank Collaborative Supply Program whereby manufacturers assist with providing product using donated ingredients sourced from Agri Partners/Programs
- Develop a national grain program, which delivers a program to creates awareness and engagement amongst the grain industry to donate/support with donations of grain
- Manage and further develop F&V National Programs
- Develop and manage agricultural peak body relationships (including attending relevant events/conferences/forums)
- Work with Foodbank comms team to provide Partners and agricultural sector peak bodies with stories and content for their communications channels
- Respond to state and territory Foodbank requests/queries
- Manage Pooling Equipment queries and quarterly stocktake processes
- Support with the development of existing Food Programs; Meat, Milk, Eggs, Fruit & Vegetables.

Capabilities & Behaviours

Outcomes orientated

- Focused on ensuring outcomes are achieved.
- Adept at managing multiple tasks simultaneously in line with agreed actions.
- Able to operate with initiative in an environment where priorities may compete or be unclear.

Influences Outcomes

- Uses influencing skills in order to get things done.
- Builds behind-the-scenes support both internally and externally to ensure buy-in and ownership; gets stakeholders on side.
- Calculates the best/most appropriate way to gain buy-in, including removing self.

Plans and Coordinates

- Thinks through and produces a broad plan and detailed schedule to forecast the activities needed to deliver an objective.
- Clearly prioritises and schedules multiple, interrelated tasks which include management of complex variables and issues.
- Focuses on monitoring performance of self, including personal KPIs.
- Proactively seeks and implements more effective use of resources.

Inspires Leadership

- Translates broader strategy into meaningful strategy for own area.
- Combines clarity of purpose with personal conviction and a sense of determination to be the best.
- Always demonstrates enthusiasm and commitment to work and to developing others in the function. Good role model that espouses positive energy.

Succeeds through Collaboration

- Takes a broad organisational view at all times; gives priority to activities that benefit the organisation as a whole over 'quick wins' for own area.
- Brings conflict within the team into the open and drives for resolution of differences.
- Consistently plans for and considers interdependencies with internal operational areas.

Builds Effective Relationships

- Prospects the external environment to identify key sector or potential partner contacts.
- Maintains consistent and regular contact with a wide network of internal and external contacts to create future opportunities.
- Consistent team player; shows respect for other team members and proactively offers their support, always puts the common team goal and organisational goals before individual goals.
- Genuinely passionate and engaged in their own work and the work of others, consistently displays a positive energy and confidence about work which motivates others.

Qualifications/Experience

- Business degree or management experience
- Program management experience

Minimum of one of the following:

- Agricultural/farming background
- Logistics and or supply chain experience
- Retail or food manufacturing experience
- Experience in setting and managing budgets
- Experience in communications
- Experience in food loss and waste

Skills:

Required:

- Microsoft Outlook, Word, Excel
- Driver's license

Optional:

- PowerPoint
- Salesforce