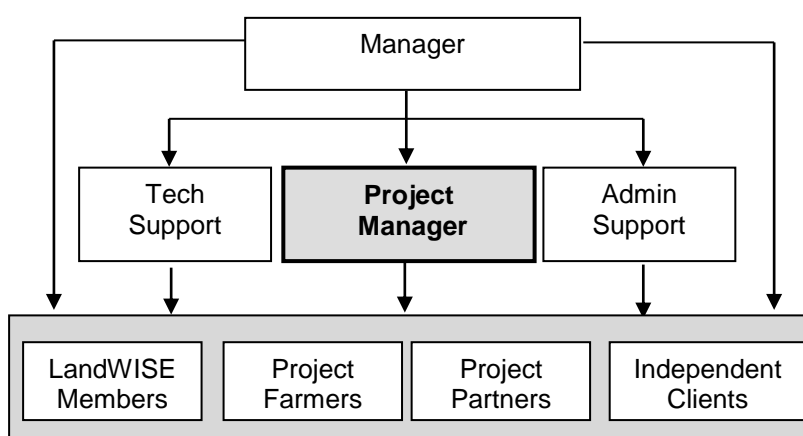


LandWISE Incorporated

JOB DESCRIPTION – Trials and Extension Coordinator

POSITION TITLE: TRIALS AND EXTENSION COORDINATOR
RESPONSIBLE TO: MANAGER
RESPONSIBLE FOR: N.A.
INDICATIVE SALARY: \$55,000 TO \$70,000

JOB CONTEXT:



JOB SUMMARY:

This is a technical facilitation role involving running field trials, and helping growers review practices, test and integrate new technologies to create sustainable cropping systems. This is a permanent position.

The role includes supporting our activities to enhance sustainable production by assisting with the development and co-ordination of projects, implementing and collating field data from field trials, developing information resources, contributing to extension activities and maintaining links with the LandWISE membership, independent clients and stakeholders.

The successful candidate will be solution focused and able to demonstrate a history of successful project completion. They will be experienced in some aspect of crop production and be curious about technology, with proven networking and relationship building skills and experience working with a wide range of people with varying needs.

POSITION: Trials and Extension Project Coordinator**KEY RESPONSIBILITIES:**

<p>Key Responsibility</p> <ul style="list-style-type: none"> To assist the Manager to complete the annual work programme 	<p>KEY INDICATORS</p> <ul style="list-style-type: none"> The Manager is kept informed of relevant issues and developments that come to hand Activities are undertaken as requested by the Manger Assistance is given to the Manger in the preparation of reports and presentations.
<p>Key Responsibility</p> <ul style="list-style-type: none"> To establish and maintain field trials 	<p>KEY INDICATORS</p> <ul style="list-style-type: none"> Trial sites are established and monitored according to plans agreed with the Manager, participating land owner and other stakeholders Trial measurements are made and recorded accurately and appropriately Results of monitoring are collated and filed appropriately and accessibly Technical input is sought as required Trial outcomes are summarised in a timely manner
<p>Key Responsibility</p> <ul style="list-style-type: none"> To develop technical information resources 	<p>KEY INDICATORS</p> <ul style="list-style-type: none"> Relevant information is sourced and made readily available as agreed with the Manager Materials are produced as required for seminar presentations and other activities
<p>Key Responsibility</p> <ul style="list-style-type: none"> To support information transfer activities 	<p>KEY INDICATORS</p> <ul style="list-style-type: none"> Field events, meetings and seminars are arranged as agreed with the Manager Supporting material, including monitoring results and trial summaries, are available as required Material for dissemination activities is prepared in a timely manner
<p>Key Responsibility</p> <ul style="list-style-type: none"> To encourage participation in LandWISE and its activities 	<p>KEY INDICATORS</p> <ul style="list-style-type: none"> LandWISE membership grows as a result of promotion in the horticultural sectors and associated industries Communication with members and stakeholders is initiated and maintained through printed and electronic media and individual contacts Product and service providers and other stakeholders participate in LandWISE activities
<p>Key Responsibility</p> <ul style="list-style-type: none"> To always follow established health and safety procedures both in the office and in the field and in accordance with the workplace Health and Safety policies 	<p>KEY INDICATORS</p> <ul style="list-style-type: none"> Compliance with, and adherence to, the policies and procedures established in the Staff manual Where appropriate workplace hazards are identified and communicated to the Manager At all times comply with, and adhere to, the policies and procedures in place at farms or other places where trial sites may be established A healthy and safe workplace is promoted A clean and tidy workspace is maintained

POSITION: Trials and Extension Coordinator**QUALIFICATIONS AND EXPERIENCE**

- A degree or equivalent qualification in applied science or a related area (preferred)
- Hold a current full driving licence for a motor car, light vehicle
- Experience in practical aspects of horticulture
- Knowledge of farm machinery and cropping practices
- Knowledge of precision farming systems and GPS and GIS technologies
- Skills and experience in crop monitoring including development, pests, diseases and weeds
- Knowledge of soils, soil properties and management practices
- Experience in applied research and the running of on-farm trials
- Computer skills including knowledge of main office suite programmes

KEY ATTRIBUTES

- Desire to contribute to a sustainable primary production
- Excellent people skills, written, verbal and presentation skills
- Self-motivated with ability to organise priorities and work with minimal supervision
- Attention to detail and ability to follow established procedures
- Ability to organise information and maintain effective recording systems
- Ability to identify problems and suggest appropriate solutions
- Demonstrated ability to deliver final product and work to deadlines
- Prepared to work outside normal hours, including some weekends and nights
- Prepared to undertake activities requiring travel and occasional nights away from home