

Job Advertisement

Coordinator, Part time Young Dairy Network – Far North Queensland



A great opportunity exists to become part of the dynamic Young Dairy Network Team. This part time position will suit a person who is interested in working with exciting young, passionate people. The dairy industry is committed to supporting and developing the dairy farmers of the future. To achieve this commitment six regional Young Dairy Networks have been developed, including one encompassing the Far North Queensland region.

This program aims to provide a link for young dairy farmers between the ages of 18 to 40 with similar interests, in an environment where they can share ideas and experiences. Membership typically is made up of young innovative farmers and service providers who are adopters of change and seekers of information.

In this role you will be working with young dairy farmers to provide demand driven professional development and networking opportunities.

Specifically your key responsibilities will include:

- Continuing to develop the Far North Queensland Young Dairy Network
- Supporting the network of young dairy farmers in the Far North Queensland through facilitating workshops, field days and the local Operational steering committees
- Strengthening industry partnerships particularly involving young farmers and potential sponsors and service providers in the region.

The role requires the ability to interact with and relate to younger farmers. It also requires highly developed communication and organisational skills. Knowledge of the dairy industry is preferred.

The Young Dairy Network Coordinator is a part-time position with estimated time input of one day per week. A 12 month contract is on offer with an option for a 2 year extension.

For detailed roles and responsibilities and the selection criteria refer to www.dairyinfo.biz or Vivienne McCollum 0428718620. Applications in writing addressing the Selection Criteria must be received by the closing date of 30th June, 2010 and should be addressed to:

Vivienne McCollum
Program Manager Young Dairy Network
7 Kay Ann Crt
Hampton QLD 4352
Email: vivienne@dairyinfo.biz

Job Specification for Young Dairy Network Regional Coordinator



Far North Queensland

The purpose of the Young Dairy Network is to provide young farmers and service providers in Far North Queensland connected with the dairy industry opportunity to learn and develop professionally and personally. In addition to provide a social network and support to young people involved in dairying in the regions.

The Far North Queensland Young Dairy Network Coordinator is a part-time position and will require a minimum time commitment of approximately 4 days per month. The Network Coordinator will proportion time according to the network's contracted milestones, budget and network requirements. The position is required to support the Far North Queensland Young Dairy Network in its operations:

- Continue to develop the Far North Queensland Young Dairy Network
- Support the network of young dairy farmers in Far North Queensland through facilitating workshops, field days and regional Operational steering committee
- Strengthen industry partnerships particularly involving young farmers and potential sponsors and service providers in the region.

The Far North Queensland Network Coordinator is expected to function at all times in accordance to the Young Dairy Network Terms of Reference and required to fill the following roles and responsibilities:

Roles and Responsibilities

1. Coordinate the regional Operational Steering Committees.
2. Deliver all network activities within the allocated budget.
3. Working with the Operational Steering Committee to identify needs, design, prioritise, plan and deliver network activities including (but not limited to) workshops, farm-walks, forums and other capacity building opportunities for future farmers as determined in conjunction with the regional Operational Steering Committee.
4. Deliver Young Dairy Network project contracted activities as per project requirements
5. Build and maintain communication and networking within the young farmers – for example a monthly newsletter.
6. Support the development and publication of project awareness material including keeping current the Far North Queensland page of the Young Dairy Network section of Dairyinfo.biz
7. Submit monthly report to the Program Manager and the YDN Executive committee.
8. Provide a written report to the Program Manager who will compile reports to present at each Strategic Steering Committee meeting. The regional report needs to be circulated to the Operational Steering Committee prior to submission to the Program Manager.
9. Effectively communicate network activities, successes and concerns to the project Strategic Steering Committee using the established reporting procedure, and provide a link between the Operational Steering Committee and the Strategic Steering Committee.
10. Liaise with key project stakeholders, including young dairy farmers, milk processors, the Queensland Dairyfarmers' Organisation and Subtropical Dairy as required.
11. Work effectively within a dynamic and multidisciplinary team to deliver project and program outcomes.

Young Dairy Network Regional Coordinator

Selection Criteria



1. A demonstrated understanding of adult learning principles and an affinity for young dairy farmers and industry stakeholders.
2. Demonstrated ability to successfully work with a farmer advisory panel to coordinate the delivery of demand driven professional development and networking opportunities to young farmers.
3. A Demonstrated ability to deliver project activities and milestones within an allocated budget.
4. Highly effective verbal and written communication skills
5. The ability to work remotely, independently and effectively during peak periods, within a dynamic and multidisciplinary team.