

DAIRYNZ Position Description

Senior Biosecurity Advisor

Position

Position Title: Senior Biosecurity Advisor

Direct Report: None

Budget: N/A

Management Position: No

Reports to: Head of Biosecurity

Career Level: Specialist

Revenue: N/A

Delegated Authority: N/A

Purpose of DairyNZ

Our Purpose: Progressing a positive future for New Zealand dairy farming.

Our Vision: To make the levy the best investment of every New Zealand dairy farmer.

That's why we exist for farmers, working alongside them and others to leverage our collective strength and create purposeful change.

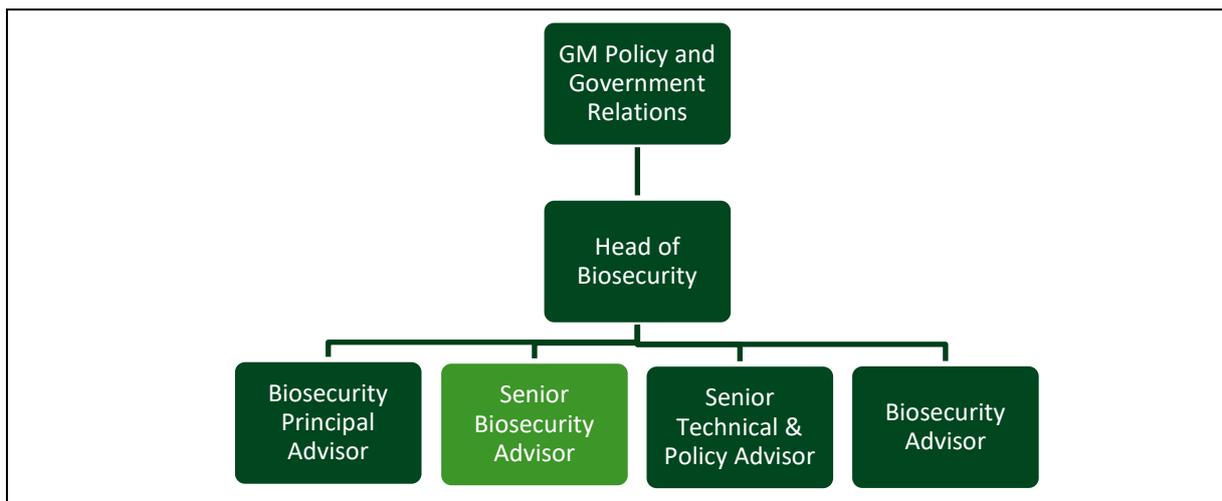
Purpose of the position

Support the Biosecurity Manager and wider DairyNZ with your experience in scientific research, technical analysis and policy advice to influence national biosecurity policy, best practice biosecurity and management practices, and readiness and response arrangements. Ensure the dairy sector is represented and advocated for through the translation of evidence and technical analysis into influential insights, as a subject matter expert.

To create value for the dairy industry by:

- Being a key driver influencing biosecurity policy processes through a strong technical evidence base and provision of sound advice, supporting the development and implementation of dairy industry biosecurity best practice and risk management.
- Building and maintaining strategic and enduring relationships with key government agencies and partner organisations to deliver science-based biosecurity work and ensure that dairy farmers' interests are represented for the long-term resilience of the sector.
- Contributing to and influencing national biosecurity readiness and response and frameworks, providing expert input and guidance to support equitable arrangements for the dairy sector, and ensure the sector is well-prepared for current and emerging biosecurity threats.
- Provide technical leadership and insight by tracking trends and changes in the biosecurity landscape to guide and support decision-making and strengthening of the biosecurity system.

Team organisation chart



Key position deliverables

Key deliverables of the role to be reflected in the Performance Agreement and Individual Performance Targets.

Key Performance Requirement:	Key Indicators:
Technical Delivery	<ul style="list-style-type: none"> • Provide scientifically robust, expert, technical advice to DairyNZ and dairy industry across a range of priority biosecurity issues identified in line with the DairyNZ Biosecurity strategy. • Be a trusted and respected contributor to, and influencer of, national and regional debates around biosecurity risk assessment and risk management. Proactively sought out by key sector stakeholders/influencers to provide a dairy sector view on biosecurity risk assessment and management. • Proven research and analysis skills to undertake biosecurity risk assessment, research, assess biosecurity policy, analyse data, distil information, draw actionable insights, and translate that into palatable and compelling information to influence and inform decisions. • Proven track record in complex technical biosecurity risk assessment and risk management frameworks and implementation methods – at national and international level. • Proven technical agility – ability to apply technical biosecurity expertise across a range of changing biosecurity priorities, projects and policies. • Maintain a high level of written and presentation skills. • Proactively authors and contributes to biosecurity papers, publications, and projects relevant to NZ Dairy Industry.
Influence on regional and/or central government policy	<ul style="list-style-type: none"> • Work with regional, local and/or central government institutions and other relevant agencies like OSPRI to coordinate DairyNZ's input into biosecurity policy making. • Provide a source of relevant, accurate facts and information and technical input about the dairy industry and dairy farming to those involved in biosecurity policymaking in New Zealand. • Advocate for dairy farmer interests in policy processes to ensure dairy perspectives are embedded in emerging biosecurity strategies, regulations, and frameworks. • Co-ordinate and present highly credible industry positions in formal processes, including policy submissions, expert testimony, and legislative hearings. • Develop and maintain influential relationships with policymakers and key industry bodies to ensure DairyNZ is viewed as a constructive and essential policy partner.
Biosecurity governance/strategy support	<ul style="list-style-type: none"> • Support the strategic direction and oversight of core biosecurity projects and programmes, including major policy reviews (e.g. Biosecurity Act Review, NAIT, TB, NPMP). • Support the strategic direction and oversight of levy collection processes and other funding mechanisms. • Prepare and provide high-quality briefings and advice for Ministerial and Executive-level decision-making on biosecurity matters.

Economic/ financial expertise	<ul style="list-style-type: none"> • Apply economic and financial analysis to biosecurity programme investment and policy considerations, ensuring robust, cost-effective outcomes for the dairy sector. • Provide high-quality assessments of the financial implications of policy options, risk management strategies, and response scenarios.
Farmer and stakeholder engagement	<ul style="list-style-type: none"> • Demonstrate a high level of understanding of farm systems and farmer needs relative to biosecurity risk assessment/management frameworks and in developing solutions to biosecurity issues. • Identify key industry stakeholders/influencers and proactively develop and manage strong enduring relationships to drive and influence decision making around biosecurity, traceability, risk assessment, risk management and enable delivery of consistent messages. • Positively promote effective communication with the adoption network and provide constructive feedback to DairyNZ. • Ensure farmer, industry and biosecurity policy needs are recognised in the solution & development process. • Establish and maintain strong proactive internal and external networks for information sharing and collaboration.
Project Management	<ul style="list-style-type: none"> • Biosecurity team lead for contributing and preparing project plans/proposals for industry or external funding applications. • Contribute biosecurity technical expertise/views to the planning, and coordination of phases of work within the Responsible Dairy programme and other DairyNZ projects/programmes where appropriate. • Proven ability to apply technical biosecurity expertise across a range of projects, in line with priorities identified by the business. • Proactively monitor projects against milestones and deliverables and evaluate project outcomes. • Ensure all project tasks are completed within allocated timeframe to specified standard, within budget. • Proactively work to enhance integration of project teams across the wider DairyNZ organisation and optimise synergies between workstreams and stakeholder engagement. • Proactively report against projects and activities as required to ensure a no-surprises operating basis.
Relationship Management	<ul style="list-style-type: none"> • Establish and maintain strong productive and positive relationships at the political level and at all policy-making levels in government institutions and agencies, and with other stakeholders involved in biosecurity policy making. • Build strong relationships with key stakeholders to ensure DairyNZ contributes constructively to biosecurity policy making, risk assessment and risk management in the long-term interests of the primary sector. • Work closely and maintain strong proactive relationships with industry organisations (e.g. OSPRI, Federated Farmers, Beef+Lamb NZ, DeerNZ and other industry/Government Industry Agreement bodies including the Plants Council, dairy family organisations Fonterra, DCANZ, DITAG and wider stakeholders such as VCNZ, NZVA, and research organisations) to ensure a complementary dairy industry (or where appropriate GIA

	<p>livestock sector or OSPRI shareholder) approach to biosecurity policy issues.</p> <ul style="list-style-type: none"> • Use proven strategic tact and diplomacy to navigate difficult situations. Relays key messages by creating a compelling story, targeted to specific audiences. • Bring a strategic understanding to issues and how they are best tackled, and apply this to determining the best way for the dairy industry to respond • Contribute to the establishment and maintenance of taskforces and working groups that bring together capability from within the industry to work together for mutual benefit and to avoid duplication of investment, capability, and efforts, including in response to tight-timeframe animal welfare, product integrity, or biosecurity events. • Ensure outcomes and intelligence from key stakeholder engagements are regularly communicated back through written reports/updates to the relevant DairyNZ manager/team to support information and decision making. • Build strong relationships across DairyNZ staff with those who have an interest in and a contribution to make in addressing biosecurity risk assessment, management and policy issues. • Support the growth of biosecurity knowledge/experience across the business for business contingency purposes. • Disseminate information through industry networks as required. • Establish and manage other biosecurity networks and relationships that will be of benefit to DairyNZ.
<p>Budgets</p>	<ul style="list-style-type: none"> • Ensure that the expenditure remains within agreed budget limits and work with finance team to review and create annual project budgets.
<p>How we Work</p>	<ul style="list-style-type: none"> • Support DairyNZ principles: Working Together, Leadership, Trusted, Results Focussed. • Support and model DairyNZ values: Credibility, Courage, Curiosity & Connected. • Understand and adhere to company policies and guidelines. • Actively support and contribute to DairyNZ organisational culture of one team. • Actively support and encourage continuous improvement to drive our organisation forward. • Strive to provide a safe and healthy workplace • Role model industry safe working practices • Actively promote DairyNZ Health, Safety & Wellbeing Policies and procedures. • Support and encourage employee participation and consultation in all aspects of Health, Safety and Wellbeing management. • Comply with legislative requirements and relevant standards.

Key relationships

<p>Internal</p>	<p>External</p>
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Biosecurity Manager	Government agencies: Ministry for Primary Industries, Department of Conservation, Environmental Protection Agency
Biosecurity Principal Advisor and Biosecurity Team members	OSPRI
GM Policy and Government Relations Business Unit	Government Industry Agreement Partners and Secretariat
Biosecurity Programme Sponsor, Steering Group, and individual SLT members	Industry Stakeholders (e.g. Milk Companies, LIC, DCANZ, Beef + Lamb NZ, Federated Farmers, MIA, NZPork, DeerNZ, HortNZ, Forage industries (Seed & Grain), NZ Vet Association, Vet Council NZ, Dairy Cattle Veterinarian society)
Members of the FS&P Business Unit teams (including Policy, Farmer Communications & Marketing, Solutions & Development, and Regional Team)	Research providers (Bioeconomy Research Institute, National Science Challenge, Massey and Lincoln University)
Members of the Research & Science teams (including the Animal Care and Economics team)	Regional Councils
Members of the DairyNZ Corporate Services Team (including Finance and Legal teams)	Biosecurity Business Pledge, Tauranga Moana Biosecurity Capital, Biosecurity Taranaki, Biosecurity Canterbury, Better Border Biosecurity (B3)
Programme Portfolio Office (PPO) business partner	

Qualifications and experience

Essential	Preferred
A relevant graduate or post-graduate qualification(s)	Knowledge about biosecurity, risk management, risk assessment, biosecurity policy and regulatory issues facing dairy farmers in New Zealand
Biosecurity, Disease management and/or pest management, response, and recovery	Holds significant enduring relationships with MPI (e.g. biosecurity science, risk assessment, readiness, GIA teams), industry organisations, regional councils, crown research institutes and universities and wider biosecurity contractors
Credibility in the sector and a record of working constructively with stakeholder organisations	Work experience within a regulatory/ government environment
Proven networking and relationship building /management skills, working with a wide range of people with varying needs.	Knowledge of central/regional government structure and operation
Strong influencing and persuading skills. Proven tact and diplomacy to navigate	Strong background in project and programme

difficult situations.	management
Technical agility – ability to apply technical biosecurity expertise across a range of changing biosecurity priorities, projects and policies.	
Experience of project planning at a strategic level and practical experience of leading project teams. A strong work completer.	
Excellent written, oral and interpersonal communication skills allowing interaction with people across the dairy industry.	
Excellent group facilitation and presentation skills.	
Experience in biosecurity policy, regulatory or managing regulatory requirements in a commercial environment	
Strong self-starter who is comfortable in framing issues and working with others to seek their resolution	
An affinity for dairy farming, an appreciation of the current issues and challenges facing dairy farmers and an understanding of dairy's place in the NZ economy	

Job specific & technical competencies

Category	Descriptor/Evidence
TECHNICAL EXPERTISE	<p>Proven specialist technical knowledge and experience in one or more of the following disciplines:</p> <ul style="list-style-type: none"> • Biosecurity risk assessment/management, pest management programmes, international animal and plant health in relation to technical trade regulations, • Recovery and Response – Risk assessment and management strategies • Policy development

POLICY PROCESSES	<ul style="list-style-type: none"> • ability to understand and assess relevant Government and regional policy frameworks, analytical and investigative tools to issues. • follow a methodical and logical approach to analysing options and presenting recommendations, especially in relation to complex issues. • assess the risk, opportunity and benefits of different courses of action and strategically evaluate the issues relevant to the desired outcome. • Ability to put complex issues into plain English either written or verbal.
STRATEGIC/ GOVERNANCE	Contribute to strategic development and direction. Evidence of successful dissemination of strategy through to operational deliverables.
PROJECT MANAGEMENT	Able to successfully manage multiple stakeholder projects. Uses project management methodology.
AGILE WORKING SKILLS	Can comfortably work with a range of people and projects, drawing on key competencies, collaboration, creativity and technical learning. Can effectively cope with change; can shift gears comfortably; can decide and act without having the total picture; isn't upset when things are up in the air; doesn't have to finish things before moving on; can comfortably handle risk and uncertainty, does not allow a degree of uncertainty to stand in the way of progress.
NETWORKING & RELATIONSHIP MANAGEMENT	Actively seeks a broad range of contacts and builds strong enduring relationships with relevant players/influencers to ensure good flow of relevant information, receive early warning of issues that are brewing and have allies who can solve problems. Regularly communicates key messages/intelligence gained from key stakeholder engagements back into the wider DairyNZ organisation/key personnel - to facilitate in house information and decision making.
PEER RELATIONSHIPS	Can quickly find common ground and solve problems for the good of all; can represent DairyNZ's interests and yet be fair to other groups; can solve problems with a minimum of noise. Is seen as a strong team player and is cooperative; easily gains trust and enduring support of stakeholders and peers. Encourages collaboration and information sharing; strongly contributes/shares information gained within the wider organisation, understands why groups do what they do; picks up the sense of the group in terms of positions, intentions, and needs; what they value and how to motivate them; can predict what groups will do across different situations.
DECISION QUALITY	Makes good decisions based upon a mixture of sound analysis, wisdom, experience, and judgement; most of his/her solutions and suggestions turn out to be correct and accurate when judged over time; sought out by others for advice and solutions.
DEVELOPMENT	Can distil complex biosecurity science to facilitate appropriate messages to target audience(s) and develops effective resources. Tailors messages to obtain anticipated results.
POLITICAL SAVVY	Can manoeuvre through complex political situations effectively and quietly; is sensitive to how people and organisations function; anticipates where the land mines are and plans his/her approach

	accordingly; views corporate politics as a necessary part of organisational life and works to adjust to that reality; is a maze-bright person.
LEADERSHIP	Proactively champions change. Develops personal profile and establishes credibility across the organisation. Strongly supports growth and capability of others within the organisation.
BEHAVIOUR CHANGE	Understands the concepts that build capacity and drive change in people. Takes a farmer centric position on developing solutions for pressing sector needs.
FARM SYSTEM DRIVEN	Understands the whole farm system philosophy, key discipline areas and their related tensions/synergies.
PERSEVERANCE	Pursues everything with energy, drive and a need to finish; seldom gives up before finishing, especially in the face of resistance or setbacks.
COMMUNICATION AND PRESENTATION SKILLS	Articulates ideas and intentions clearly and succinctly in an array of forums and settings; Is honest, tactful and diplomatic in interactions; can change tactics midstream when something isn't working; writes clearly and succinctly; can get messages across that have the desired effect; Provides information so others can make accurate decisions; is timely with information. Competent in the use of the MS Office Suite.
LEARNING ON THE FLY	Learns quickly when facing new problems; a relentless and versatile learner; open to change; analyses both successes and failures for clues to improvement; experiments and will try anything to find solutions; enjoys the challenging of unfamiliar tasks; quickly grasps the essence and the underlying structure of anything.
BUDGET MANAGEMENT	Is responsible in managing delegated budget and in assessing validity of costs.
NEGOTIATING COMPOSURE	Can negotiate skilfully in tough situations with both internal and external groups; Is cool under pressure; does not become defensive or irritated when times are tough; doesn't show frustration when resisted or blocked; is a settling influence in a crisis; can win concessions without damaging relationships; can be both direct and forceful as well as diplomatic; gains trust quickly of other parties to the negotiations; has a good sense of timing.

Career level competencies – Team Member

Competency	Descriptor/Evidence
PROBLEM SOLVING	Uses rigorous logic and methods to solve difficult problems with effective solutions; probes all fruitful sources for answers; can see hidden problems; is excellent at honest analysis; looks beyond the obvious and doesn't stop at the first answers.
INTELLECTUAL HORSEPOWER AND AGILITY	Is bright and intelligent; deals with concepts and complexity comfortably; described as intellectually sharp, capable, tactful and agile.
INTERPERSONAL SAVVY	Reads and relates well to all kinds of people – up, down and sideways, inside and outside the organisation; builds appropriate rapport; builds constructive and effective relationships that are enduring; uses diplomacy and tact; can diffuse even high-tension situations comfortably.
TIMELY DECISION MAKING	Makes decisions in a timely manner, sometimes with incomplete information under tight deadlines and pressure; able to make a quick decision based upon a mixture of sound analysis, wisdom, experience, and judgement.

VALUES

