

DAIRYNZ Position Description

Senior Design Specialist

Position

Position Title: Senior Design Specialist
Direct Report: Nil
Budget: n/a
Management Position: No

Reports to: Design Specialists Team Manager
Career Level: Advanced Specialist
Revenue: n/a
Delegated Authority: n/a

Purpose of DairyNZ

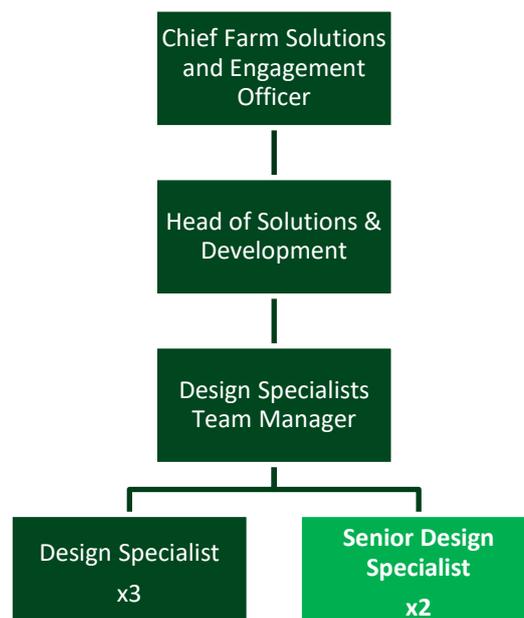
Our Purpose: ***Progressing a positive future for New Zealand dairy farming.***

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

Purpose of the position

Developing products and resources for farmers and sector needs through agile working. Contributing towards the priority areas identified in the DairyNZ strategy. Translate policy, regulation, best practice, and insight’s driven guidance into practical tools and resources using farm systems and subject matter knowledge in projects and programmes. As a member of the Design Specialists Team, be part of the culture of expertise in capacity building, service design, behaviour change, outcomes focused and agile delivery for high impact.

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:
Solutions and Development Delivery	<ul style="list-style-type: none"> • Understands the issues facing farmers and the industry. • Uses whole farm system and farmer behaviour knowledge to design and develop effective products and resources that deliver to priority sector needs. • Collects, processes, and synthesises data from various sources when developing products to meet sector needs. • As relevant, interpret and translate research and science information, to develop tools and resources into a useable format for the end user(s) that drives behaviour change and creates impact. • Manage the design, testing and implementation of products including assessment and review through the project management framework. • Ability to contextualise messages and information to engage the audience and enhance delivery outcomes. • Values diverse perspectives and working with others to achieve the best output possible. • Uses critical thinking to evaluate problems, gather information, understand causes, and identify best possible solutions. Invests time in planning, discovery, and reflection to drive better decisions and more efficient implementations. • Technical knowledge in one or more of the following areas (but not limited to): service design, co-development, farm systems, animal husbandry, people, environment, water quality, feed or farm business.
Planning and Delivery	<ul style="list-style-type: none"> • Invests time in upfront planning to achieve sector and farmer needs whilst delivering quality solutions, following the appropriate processes, and demonstrating continuous commitment. • Contribute to Project Management Office process: <ul style="list-style-type: none"> ○ Take overall ownership and plan, scope, budget and coordinate phases of work including managing resources. ○ Monitors own work against milestones and deliverables and evaluate outcomes.

	<ul style="list-style-type: none"> • Perform all project tasks within allocated timeframe to specified standard, within budget
<p>Leadership and Development</p>	<ul style="list-style-type: none"> • Communicate overall and programme/project objectives to project/programme team members to link activity to overall goals. • Participate and contribute to team development through leadership at team activities. • Be an active team member to contribute to a strong team culture that supports the development and performance of DairyNZ. • Provide mentoring support for other relevant DairyNZ staff. • Coach and guide staff in problem solving, manage barriers to project delivery.
<p>Relationship Management</p>	<ul style="list-style-type: none"> • Displays an ability to build and maintain effective connections with key stakeholders. • Develops internal and external trusting and professional relationships. • Purposefully develops networks to deliver value through collaboration. • Utilise networks 'test' ideas and solutions. • Uses tact and diplomacy to navigate difficult situations. Relays key messages by creating a compelling story, targeted to specific audiences. • Support and contribute towards high levels of integration and collaboration with the wider Solutions and Development team, ensuring teams operate closely as one team.

How We Work	<ul style="list-style-type: none"> • Support and role model DairyNZ values and principles: Connectedness, Curiosity, Courage and Credibility. • 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. • Encourages and works as one team with the organisation to achieve great collaboration results. • Strive to provide a safe and healthy workplace. • Role model industry safe working practices • Take appropriate action to ensure correction of any condition or practice, which may cause harm to yourself, others or the environment. • 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 standard.
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Key relationships

Internal	External
CE	Dairy Farmers
General Managers	Rural professionals
Programme Leads	Government agencies, including Regional Councils
Regional Teams	Other adoption partners
Farmer Communications & Marketing Team	
Solutions & Development Team	
Policy Team	
Biosecurity Team	

Research & Science Team	
Corporate Services Team	
Strategy & Commercial Partnerships Team	

Qualifications and experience

Essential	Preferred
Relevant tertiary qualification	People management experience
Project and Programme management experience	Agribusiness extension experience of delivery solutions to NZ dairy farmers, such as consultancy, dairy farmer sales or service, other non-profit development an extension services.
Understanding of New Zealand dairy farm systems and of the wide range of issues relevant to dairying in New Zealand	
A history of working with farmers to achieve positive change in farm business performance.	
Programme, product, or resource development experience	
Formal development, understanding, or interest of psychology or human behaviour	
Proven networking and relationship building skills, working with a range of people with varying needs	
Experience in group facilitation and working effectively within teams	
A proven history of delivering high quality work, on time and within budget	

Job Specific & Technical Competencies

Category	Descriptor/Evidence
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.
Agile Working Skills	Can work with an altering range of people drawing on key competencies, collaboration, creativity and technical learning.

Farm System Driven	Understands the whole farm system philosophy, key discipline areas and their related tensions/synergies.
Adaptable	Adapts behaviour, approach and own capabilities to match the shifting demands of stakeholders, problems and situations
Farmer Centric	Designs solutions with the farmer/end user experience top of mind
Results Driven	Is results-orientated, prioritizing work and identifying in advance when intended results may not be achieved; can develop and implement a plan to address both gaps and opportunities
Quick Thinking	Picks up on technical things quickly; can learn new skills and knowledge; is good at learning new industry, company, product, or technical knowledge.
Decision Quality	Makes good decisions based upon a mixture of analysis, wisdom, experience, and judgement.
Technical Writing	Can communicate in a variety of styles to meet requirements. Can distil complex science to facilitate appropriate messages to target audience(s). Can contribute to papers and articles, tailoring messages to obtain anticipated results. Can design effective training. Critiques others work as part of peer review. Collaborates and consults when needed to ensure accuracy.
Project Management	Uses project management methodology to enable effective delivery to milestones and deadlines. Plans and schedules project work effectively. Identifies and engages stakeholders and collaborates when appropriate. Able to successfully manage multiple stakeholder projects.
Relationship Management	Identifies key stakeholders and activity develops and manages relationships with them. Can utilise relationship to influence. Builds, manages and utilises networks.
Clear Communicator	Articulates ideas and intentions clearly and succinctly. Is honest, tactful and diplomatic in interactions. Writes clearly and succinctly; can get messages across that have the desired effect. Provides the information people need to know to do their jobs and to feel good about being a member of the team, unit, and/or the organisation. Provides information so others can make accurate decisions; is timely with information.

Career level competencies – Advanced Specialist

Competency	Descriptor/Evidence
STRATEGIC AGILITY	Sees ahead clearly; can anticipate future consequences and trends accurately; has broad knowledge and perspective; is future oriented; can articulately paint credible pictures and visions of possibilities and likelihoods; can create competitive and breakthrough strategies and plans.
INNOVATION MANAGEMENT	Is good at bringing the creative ideas of others to fruition; has good judgement about which creative ideas and suggestions will work; has a sense about managing the creative process of others; can facilitate effective brainstorming; can project how potential ideas may play out in practice.

NEGOTIATING	Can negotiate skilfully in tough situations with both internal and external groups; can settle differences with minimum noise; 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.
ORGANISATIONAL AGILITY	Knowledgeable about how organisations work; knows how to get things done both through formal channels and the informal network; understands the origin and reasoning behind key policies, practices, and procedures; understands the cultures of organisations.