

Job Description Form (JDF)

Position details

Position title:	Senior Development Officer
Position number:	Generic
Classification:	Specified Calling Level 3
Physical location:	Various
Award:	PSA 1992
Agreement:	PSCSAA 2024
Pillar:	Primary Industries Development
Directorate:	Livestock

Reporting relationships

Reports to:	Senior Development Officer (TBA), Specified Calling level 3
Direct reports:	Nil

Role summary

Under limited direction and demonstrating considerable initiative and independent judgement conducts research, extension industry development and regulation duties. Contributes to the economic development of the agri-food industry with a focus on growth and maintaining a sustainable and productive agricultural system. The work generally impacts at the agri-food industry, industry sector level or equivalent.

About us

Our department (DPIRD) leads sustainable development of WA's regions and agriculture, aquaculture, food and fisheries sectors. Our Ministerial portfolios are Agriculture and Food, Fisheries and Regional Development.

We **unlock and guide economic opportunities** for these sectors and regions, balanced with the **stewardship of our land and aquatic resources**.

In everything we do we take the approach of:

- **Protect** through stewardship of our people, land and aquatic resources.
- **Grow** our primary industries and regions through balancing social, economic and environmental drivers.
- **Innovate** through a culture of inquiry and adaptation.

We draw on our grow, protect, and innovative approach to deliver priorities under three outcome areas:

1. Management and stewardship of WA's land and aquatic resources.
2. Capable and empowered communities.
3. Dynamic regions and primary industries

Our values

Our values are critical in creating a healthy and dynamic culture that helps each and all of us to make our best contribution, to develop a workplace where we feel excited about our work and results and where other people will increasingly want to join our team. Our values underpin how we operate:

- **Working together** – We achieve better outcomes with our colleagues, stakeholders and the community by engaging with their ideas, knowledge and expertise.
- **Acting with integrity** – We foster a culture where individuals are accountable for their actions, behaviours and contributions.
- **Responding with purpose** – Our actions and reactions are intentional, well thought out and align with a specific objective or goal.
- **Embracing curiosity and creativity** – There is always space to be innovative, through curious and creative thinking.
- **Aspiring for a better future** – Our combined efforts deliver sustainable results – environmentally, socially and economically.

Key responsibilities

The key responsibilities of the role include, but are not limited to, the following:

Advisory and Communication

- Provides leadership in industry development with grower groups, other agencies, extension specialists and industry consultants.
- Enhances the international competitiveness of agricultural industries by working across the supply chain to meet the standards for safety, quality and sustainability of food and fibre products.
- Provides scientific expertise in land use planning, integrated farming system analysis and industry development as required.
- Actively promotes technology and system and prepares publications and promotes and reviews information derived from evidence-based science to promote sustainable industry development.
- Coordinates monitoring and reporting of policy, market, technological and organisational changes affecting the profitability and sustainability of agricultural industries.

- Coordinates the development and application of economic and farm business management methodologies.
- Promotes industry development and market intelligence through close contact with farmer groups, extension specialists, private consultants, marketers and end users.
- Develops new initiatives and prepares project proposals to relevant funding bodies, as appropriate.
- Develops and utilises decision support systems and models to assist in conducting analysis and evaluation of systems and processes.

Research

- Initiates and carries out research to improve sustainable agricultural production.
- Initiates, designs and conducts laboratory and/or field experiments.
- Collects, tabulates, analyses and interprets experimental data.
- Coordinates and conducts economic analyses to improve policies, technologies and market opportunities to identify profitable opportunities for technical change, policy and industry structural change.
- Develops and maintains an up-to-date knowledge and awareness of research, findings, issues and trends relevant to area of expertise.
- Completes progress and final reports to meet project specifications.
- Reviews and publishes relevant technical publications, prepares press releases and writes reports of industry significance.
- Publishes work in relevant scientific journals attracting national acclaim.

Regulatory

- Under limited direction and demonstrating considerable initiative and independent judgement, undertakes regulatory and compliance activities.
- Plans and undertakes monitoring of sustainability indicators.
- Reports on sustainability indicators at agency level and assists with reporting at the State level.

General

- Plans and contributes to projects and programs.
- Major contributor to the development and planning of projects and programs.
- Contributes to interagency collaboration and cooperates with staff from other organisations.
- Supervises technical and support staff as required.
- Provides project reports and prepares and reviews correspondence.
- Prepares and maintains budgets and manages expenditure.
- Carries out duties under relevant State and Commonwealth legislation.
- Applies risk management to all business processes.
- Participates in incident and emergency management activities commensurate with capability, capacity, training and level of experience.
- Other duties as required.

Work related requirements

In the context of the role:

Essential criteria

Role specific

1. Well-developed knowledge of an agri-food sector sustainable production systems and proven practices of extension and industry development.

Core capabilities

1. *Build effective relationships*: Highly developed written, verbal and interpersonal communication skills with the ability to build and maintain relationships with a range of stakeholders, clients and suppliers.
2. *Challenge for innovation*: Well developed ability to establish clear plans and timeframes, evaluate performance, identify the need for change, determine action and focuses on quality whilst seeing tasks and projects through to completion.
3. *Think strategically*: Highly developed conceptual and analytical skills including the ability to provide innovative solutions to complex and challenging issues and problems.
4. *Deliver in a changing environment*: Highly developed organisational skills with the ability to manage competing deadlines, drive continuous improvements and effectively manage change.
5. *Lead and empower others*: Well developed leadership skills and the ability to work professionally with staff at all levels.

Desirable criteria

1. Honours Degree in Agriculture Science or an approved equivalent.

Special requirements/equipment

- Bachelor's degree in Agricultural Science, Science, or an approved equivalent.
- A current and valid Western Australian "C" class (car) drivers' licence or equivalent is required (if not currently held must be acquired prior to commencement at applicant's expense).
- An acceptable National Police Certificate (police clearance) is required (if not currently held, must be acquired prior to commencement at applicant's expense).
- Occasional travel to and from metropolitan and regional offices may be required.
- DPIRD is an Emergency Management Agency, and all employees may be required to work or travel during, or outside of, normal business hours to assist with incidents and emergencies.

- The contract of employment specifies terms and conditions relating to this position.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities, and requirements of this position.

Delegated authority

Position title: Director, Primary Industries Development

Endorsement Date: 14 May 2025