



## Position Description

<b>Title:</b>	Project Officer - Extension
<b>Organisation:</b>	Society of Precision Agriculture Australia
<b>Type of Appointment:</b>	Permanent part-time 0.6 FTE
<b>Reports to:</b>	Executive Officer
<b>Salary:</b>	\$85,000 - \$90,000 0.8 FTE (dependent on experience) + 11.5% super + phone + laptop provided
<b>Location:</b>	SA or east coast work from home location preferred. SPAA is supportive of flexible work practices.

### ABOUT SPAA

The Society of Precision Agriculture Australia (SPAA) is a not-for-profit organisation dedicated to advancing precision agriculture (PA) technologies. Established in 2002, SPAA functions as an independent, membership-driven association. Our mission is to foster the development and widespread adoption of PA technologies across Australia. SPAA's diverse membership includes a vibrant community of growers, agribusiness professionals, consultants, ag-tech companies, PA specialists, scientists and academics engaged in a variety of agricultural sectors, including broadacre farming, horticulture, the sugar industry, viticulture, cotton and general agriculture.

### POSITION OVERVIEW:

SPAA is at the forefront of an exciting phase of expansion and innovation. We are on the lookout for an energetic and dedicated Project Officer who is who is passionate about enhancing the knowledge and confidence of Australian grain producers towards the adoption of precision agriculture and paving the way for autonomous machinery technologies. The Project Officer will play a pivotal role in coordinating, implementing, and monitoring the outcomes of innovative projects under the guidance of the SPAA Executive Officer.

As SPAA's Project Officer – Extension, will also be part of dedicated team to deliver a variety of national projects, webinars, expos, symposium workshops and publications.

### KEY RESPONSIBILITIES:

- **Project Coordination:** Spearhead the coordination of project activities, including requirements gathering, scope finalisation, and the execution of the project plan.
- **Monitoring and Reporting:** Oversee project timelines, scope, and resources, reporting any deviations and implementing corrective actions as necessary.
- **Event Management:** Organise and execute a series of workshops, events, and demonstrations across key producing regions, in addition to coordinating online education and webinars.
- **Stakeholder Engagement:** Facilitate the involvement of experts and speakers at various SPAA events and maintain effective communication with project partners and stakeholders.
- **Risk Management:** Identify and manage project risks, ensuring the implementation of suitable controls.



- **Research and Development:** Contribute to R&D efforts by coordinating research, exploring new technologies, and validating on-farm practices.
- **Promotion and Networking:** Act as a champion for SPAA, promoting project messages and outcomes, and developing statewide networks to stay informed of industry trends. The Project Officer – Extension will also be representing SPAA at national events and expos.
- **Evaluation and Reporting:** Develop evaluation frameworks to address knowledge gaps and barriers and prepare comprehensive project reports and presentations.

#### SELECTION CRITERIA:

- **Educational Background:** A degree in Agricultural Science, or significant experience in agricultural extension projects will be highly regarded.
- **Industry Knowledge:** Familiarity with Australian broadacre farming systems and a thorough understanding of machine automation, precision agriculture, and ag tech.
- **Communication Skills:** Exceptional written and verbal communication abilities, including the confidence to lead workshops and present at seminars.
- **Collaboration and Coordination:** Experience in liaising with contractors, service providers, and facilitating team collaborations.
- **Flexibility and Travel:** Willingness to travel interstate as required, with the ability to adapt to changing project demands.
- **Organisational Skills:** Proven track record of effective time management, prioritisation, and meeting deadlines under pressure.
- **Independence and Teamwork:** A “can-do” attitude, ability to work independently and as part of a team, demonstrating initiative and growth mindset to all tasks.
- **Driver’s Licence:** Possession of a current “C” class driver’s licence.
- **Ability to work in Australia:** Australian citizen, permanent resident or valid permission to work in Australia.
- **Home office and reliable connectivity.**

#### Working at SPAA

Joining SPAA means becoming part of a committed team dedicated to making a tangible impact on Australia’s agricultural sector through the innovative use of precision agriculture technologies. We offer a supportive work environment that values creativity, collaboration, and a commitment to excellence.

Interested candidates are encouraged to apply, contributing their skills and passion to further SPAA's mission of advancing precision agriculture across Australia.

#### APPLICATION PROCESS:

Interested candidates are encouraged to submit their CV along with a cover letter addressing the selection criteria (maximum of four pages) to Marie Moniodis, Finance Officer [marie.moniodis@spaa.com.au](mailto:marie.moniodis@spaa.com.au).

Any questions can also be directed to Marie. Please forward you application before 31 July 2024.