



MacKillop Farm Management Group Tender Brief: Focus Farms and Hyper Yielding Crops Awards Project Manager

19th June 2020

Background

MacKillop Farm Management Group (MFMG) is based in the medium and high rainfall zone of South East South Australia (SA). MFMG has a membership base of over 300 farmers and 130 agricultural industry representatives that covers an area from Millicent in the south, Coonalpyn in the north, the Southern Ocean to the west and into Victoria in the east. Predominantly mixed farmers, the region produces over half of SA's red meat and approximately 300,000 tonnes of grain. Operating for 20 years, MFMG has extensive experience in delivering research, development and extension throughout the South East of SA and beyond.

MFMG is seeking to engage a contractor to undertake the role of 'Focus Farm and Hyper Yielding Crops Awards Project Manager', as part of the Hyper Yielding Crops project funded by GRDC.

Position description

The Focus Farms (FF) and Hyper Yielding Crops (HYC) Awards Project Manager (the Project Manager) will be responsible for delivering the outcomes for the Hyper Yielding Crops project, funded by the Grains Research and Development Corporation and administered and managed by the Foundation for Arable Research Australia (FAR Australia).

The Project Manager will be engaged as a contractor for the life of the project, and will be required to deliver outcomes consistent with that of the head agreement between FAR Australia and MFMG.

Position responsibilities

Project milestones

The FF and HYC Awards Project Manager will be responsible for delivery of the following milestones:

Milestone 1: By 15th November 2020

Focus Farms

1. Establish 5 Focus Farms in the SE SA region
2. Assist with scale up of research results on these focus farms based on research from the Hyper Yielding Centres of Excellence.
3. Assess effects and outcomes of research based on 4 farm visits, determined in collaboration with the National Focus Farm Facilitator.

HYC Awards

4. Establish the HYC awards in the SE SA region
5. Secure 10 wheat paddock entries for the HYC Wheat awards.

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6. Record paddock information
7. Complete 3 assessment visits during the course of the season

HYC Discussion Group

8. Establish 1 HYC Discussion Group, based around the SE Hyper Yielding Centre of Excellence and the 5 Focus Farms, consisting of 15 growers and 3 advisors.
9. Deliver 2 field walks across the Focus Farms throughout the season, based on at least two periods during the course of the season in conjunction with the National Facilitator¹.

Milestone 2: By 15th February 2021

Focus Farms

1. Source yield information from growers regarding projects set up on the Focus Farms, and upload to the project portal.

HYC Awards

1. Source yield information for entry paddocks from growers entering the HYC Awards.
2. Collect harvest quadrats and grain samples from the HYC paddock entries.
3. Submit harvest quadrat samples to FAR Australia for processing.
4. Upload the above information to the project portal.

Milestone 3: By 1st April 2021

Focus Farms

1. Review the Focus Farms program with the National Facilitator and the FAR Project Leader/Research Director.
2. Put plans in place for 5 Focus Farm programs in 2021-2022, working with all sectors of industry.

Milestone 4: By 15th May 2021

HYC Discussion Group

1. Produce a plan of extension for HYC Discussion Groups for the 2021 season, based on each Focus Farm.
2. Deliver 2 field walks across the Focus Farms through the course of the season based on at least 2 periods during the course of the season, in conjunction with the National Facilitator.

Milestone 5: By 15th November 2021

Focus Farms

1. Run a demonstration program 5 Focus Farms in the SE SA region, including scaling up a minimum of 1 project from the research results from the Hyper Yielding Centres of Excellence or developing other farm innovations aimed at increasing productivity.

¹ This may be restricted in spring 2020 due to COVID-19 restrictions.

- a. It is expected that the Project Manager will be able compare and contrast these demonstrations with quantifiable results.
- b. Assess effects and outcomes of research based on 5 farm visits, determined in collaboration with the National Focus Farm Facilitator.

HYC Awards

1. Secure 10 wheat² paddock entries for the HYC Awards.
2. Record paddock information and complete 4 assessment visits during the course of the season.

HYC Discussion Groups

1. Work with the National Facilitator to run a series of Field Walks on all 5 Focus Farms based on at least two periods during the course of the season.

Milestone 6: By 15th February 2022

Focus Farms

1. Source yield information from growers regarding projects set up on the Focus Farms, and upload to the project portal.

HYC Awards

1. Source yield information for entry paddocks from growers entering the HYC Awards.
2. Collect harvest quadrats and grain samples from the HYC paddock entries.
3. Submit harvest quadrat samples to FAR Australia for processing.
4. Upload the above information to the project portal.

Milestone 7: By 1st April 2022

Focus Farms

1. Review the Focus Farms program with the National Facilitator and the FAR Project Leader/Research Director.
2. Put plans in place for 5 Focus Farm programs in 2022-2023, working with all sectors of industry.

Milestone 8: By 15th May 2022

HYC Discussion Groups

1. Produce a plan of extension for HYC Discussion Groups for the 2021 season, based on each Focus Farm.
2. Deliver 2 field walks across the Focus Farms through the course of the season based on at least 2 periods during the course of the season, in conjunction with the National Facilitator.

² To be confirmed in June 2021; these may be barley sites.



Project reporting

The FF and HYC Awards Project Manager will be responsible for all reporting relating to this project. This includes:

1. Reporting to MFMG and FAR Australia in the specified format, consistent with the above milestones.
2. Regularly reporting directly to the MFMG CEO on an informal basis via email and/or telephone and/or in person.
3. Reporting 4 times per year to the MFMG Board via a report template designed for MFMG Project Managers.
4. Attending 2 annual meetings with all MFMG Project Managers, either in person or online, and providing a written or verbal report on project progress.

MacKillop Farm Management Group responsibilities

MFMG will provide the Project Manager with extension, delivery and reporting support, including but not limited to:

1. Provision of internal MFMG reporting templates.
2. Assistance with the production of extension content and materials.
3. Access to the MFMG website.
4. Assistance with preparation of content for the FF and HYC Awards project page on the MFMG website.
5. Assistance with social media promotion of extension content and materials.

MFMG will be responsible for paying for analysis costs and operating costs relating to the project.

Selection criteria

1. Ability to deliver on the project milestones.
2. Experience and demonstrated success in the delivery of projects, and/or experience and demonstrated success in the delivery of agricultural trials, research and extension.
3. Experience and technical knowledge in cropping agronomy in the high rainfall zone of the South Australia.
4. Excellent organisational skills, and experience and demonstrated success in the facilitation and coordination of events.
5. Strong interpersonal skills and an ability to build and maintain relationships with a wide range of stakeholders.
6. Excellent editing, written and oral communication skills.
7. Excellent Microsoft Office suite skills, specifically Excel and Word.
8. Excellent general IT skills, including online document sharing.

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Timeline

The closing date for applications for this tender is 5pm ACST Friday 26th June 2020.

The successful contractor will be required to begin on or before 15th July 2020 and will be contracted until 30th June 2022. The contract will include a review of performance 6 months after the start date.

The successful contractor will be responsible for their workload and the distribution of their workload, with an estimation that this role will require approximately 0.3FTE.

Budget

The budget for the milestones and reporting required is \$70,000+GST and will be paid at an agreed schedule upon delivery of milestones and on the provision of a tax invoice from the successful contractor. The budget includes time as detailed in the above tasks but excludes time spent travelling and the contractor's office operating expenses. Reimbursement for project related travel and accommodation expenses will be based on an actual cost reimbursement basis up to the value of \$5,000+GST. Mileage allowance will be paid at the 2020-2021 ATO rate of \$0.72/km+GST. All invoices and travel claims are required to be approved by the CEO before approval.

Contract

An agreement will be provided for the role, which will also outline all required outcomes.

Application

Please provide your application by 5pm ACST Friday 26th June 2020 to the MFMG CEO, Meg Bell, via email at ceo@mackillopgroup.com.au. Only electronic applications will be accepted.

Please include in your application:

- Your contact details;
- Your Curriculum Vitae;
- Your ability to deliver on the selection criteria, including any relevant background experience;
- A copy of your profession indemnity and public liability insurance; and
- Any conflicts of interests (perceived or actual) that you believe you may have.

Applications will be assessed on the selection criteria and will be in line with the MFMG Tenders and Contracts policy (available upon request).

Contact

For further information please contact:

Meg Bell
MFMG CEO
E: ceo@mackillopgroup.com.au
M: 0433 499 630

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