

# EXECUTIVE OFFICER

## KIMBERLEY CATTLEMEN'S ASSOCIATION

The Kimberley Cattlemen's Association (KCA) is a new not for profit organisation created to represent, support and contribute to the development of the Kimberley and Pilbara Pastoral and Agriculture Industries. We are looking for an experienced, energetic and dedicated leader to establish, grow and run the organisation. The Senior Executive Officer will be based in Broome, and will be required to travel throughout the region, nationally and internationally. The position will report to the KCA Chairman and Steering Committee.

### THE KEY ROLES OF THE EXECUTIVE OFFICER:

- Deliver the Objectives and Strategies of the KCA
- Manage and oversee the corporate governance of the KCA
- Co-ordination and communication for the KCA to all Stakeholders
- Support the development and evolution of the KCA and its members

### ABOUT YOU

You will ideally be from a rural background, preferably in the beef and agricultural sector. You will be an excellent communicator across a range of stakeholders, with experience in industry development, market development, group facilitation and project management. The applicant will also be comfortable to travel extensively through remote areas across our region. As a newly created group, this will be both a challenging and rewarding role.

### THE KEY RESPONSIBILITIES OF THE EXECUTIVE OFFICER WILL BE

- Facilitate the development of programs to deliver the Objectives and Strategies of the KCA
- Work with the Northern Beef Futures program to maximise the benefits to the members and the industry.
- Identify appropriate experts to deliver training packages on key issues for the Members.
- To monitor and keep up to date with all factors impacting the northern beef industry.
- Organise, run, document and communicate outcomes from the KCA meetings.
- Provide up to date market information on the live export market to Members.

- Attract project funds to help facilitate co-operative marketing between members, including Indigenous cattle businesses, NTCA and the GCA.
- Management and delivery of all projects.
- Attract project funds to assist with the establishment of a support and mentoring program for indigenous cattle businesses by KCA members
- Visit and understand the issues of the members and other stakeholders in the Kimberley and Pilbara Beef Industry.
- Work with the KCA Board to set and regularly review the objectives, strategies, priorities and activities of the organisation.
- Maintain income. Work with the Treasurer to ensure the organisation has sufficient funds to operate.
- Generate additional income from project development, project management, sponsorship and fees.
- Manage the finances and monitor the budget of the KCA.
- Work in a co-operative and participative fashion with the NTCA and Gulf Cattlemen's Association. This would include proactive collection of information and footage that demonstrates the high standard of animal ethics and health maintained by the northern beef industry.

## REMUNERATION

An attractive package will be negotiated based on the level of experience of the applicant. The package will include a vehicle and accommodation support.

## APPLICATIONS

Applications in writing should be sent to [kcaexecutiveofficer@gmail.com](mailto:kcaexecutiveofficer@gmail.com), ensuring you include a current resume and cover letter outlining your relevant skills and experience by close of business Friday 27<sup>th</sup> February 2015.

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