



# Position Description

## Knowledge Broker Network Coordinator

Southern NSW Innovation Hub

Office of the Deputy Vice-Chancellor Research

Classification	7
Delegation band	<a href="#">Delegations and Authorisations Policy (see Section 3)</a>
Special conditions	Nil
Workplace agreement	<a href="#">Charles Sturt University Enterprise Agreement</a>
Date last reviewed	March 2022



# About Charles Sturt University

## Purpose

The Wiradjuri phrase *yindyamarra winhanganha* means the wisdom of respectfully knowing how to live well in a world worth living in. This phrase represents who we are at Charles Sturt University – our ethos. It comes from traditional Indigenous Australian knowledge, but it also speaks to the vision of the university – to develop and spread wisdom to make the world a better place.

## Vision

Charles Sturt University is set to undergo a decade of great reform that will see the university characterised by these key elements:

- An uncompromising drive towards excellence in every aspect of its operations
- A far-reaching strategic re-positioning of teaching, learning, research, and innovation
- A cementing of our position as Australia's pre-eminent rural and regional university

The overarching aim is to consolidate our institution so that it is demonstrably more resilient and sustainable by the end of the decade.

## Goals

To deliver on our purpose and vision, the university has three key goals:

1. Maintain the university's position in the top five Australian universities for graduate outcomes based on employment and salary
2. Embed a culture of excellence across all aspects of the university's operations
3. Exponential growth in research, development, and innovation income in our chosen areas, delivering high impact outcomes for regional Australia

## Our values

Charles Sturt has a proud history and is fortunate to have an outstanding group of diverse, passionate, and engaged people working with us. Our values of insightful, inclusive, impactful, and inspiring guide our behaviours and ways of working to help us achieve our ethos of creating a world worth living in.

## Performance measures

In addition to the principal responsibilities all staff are required to contribute to the success of the university strategy including meeting university's eight key performance indicators:

<b>Our Students</b>	<ul style="list-style-type: none"><li>• Commencing progress rate</li><li>• Student experience</li></ul>
<b>Our Research</b>	<ul style="list-style-type: none"><li>• Research income</li><li>• Research quality and impact</li></ul>
<b>Our People</b>	<ul style="list-style-type: none"><li>• All injury frequency rate</li><li>• Engagement</li></ul>
<b>Our Social Responsibility</b>	<ul style="list-style-type: none"><li>• Underlying operating result</li><li>• Community and partner sentiment</li></ul>



## Office of the DVC Research

### Southern NSW Innovation Hub

Charles Sturt University is a community minded organisation with strong links to industry, government and other educational organisations. Charles Sturt courses are developed in collaboration with industry representatives to ensure the skills our graduates acquire meet industry needs.

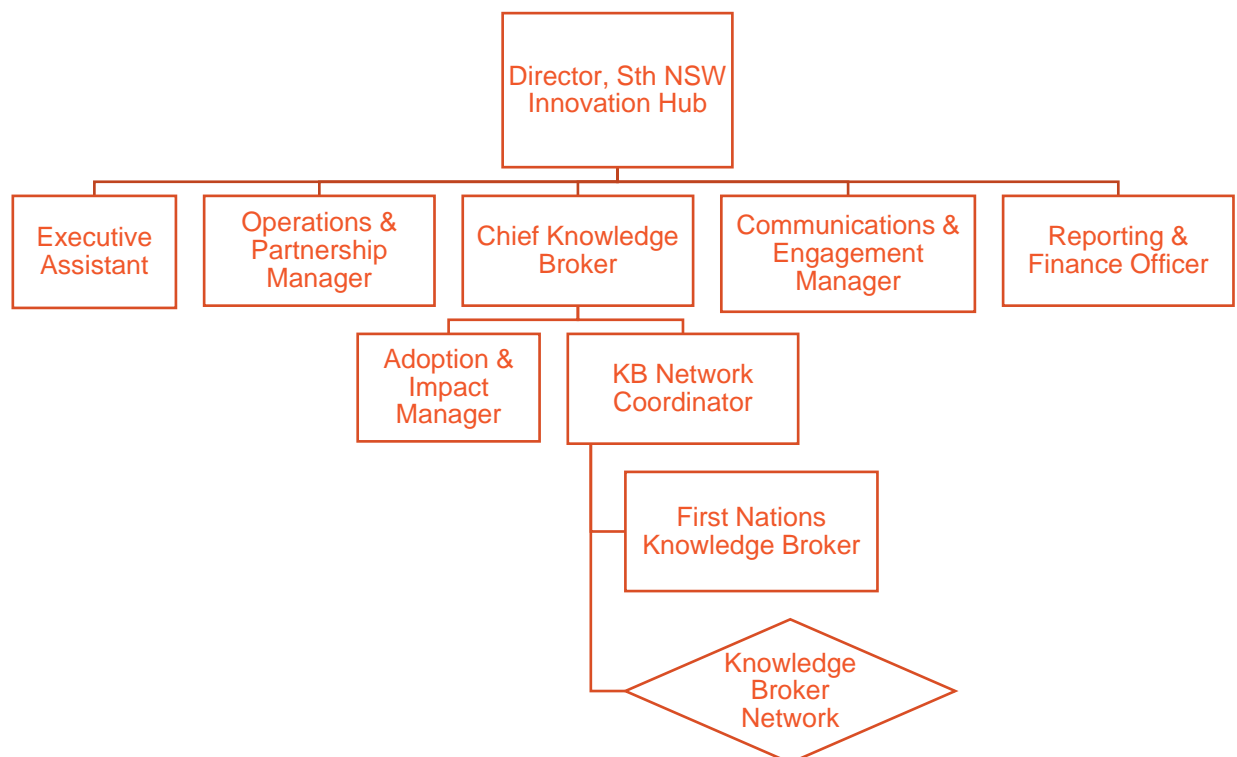
The Deputy-Vice-Chancellor (Research) (DVC R) is responsible for research; research training; partnership with industry and end-users to enhance research and maximise research impact; the commercialisation agenda; national and international education partnerships; research ethics and compliance.

The Southern NSW Innovation Hub is funded by the Commonwealth Department of Agriculture, Water and the Environment (DAWE). Charles Sturt University leads a consortium to deliver user-centred innovation, research, commercialisation and adoption as part of the Federal Government's Future Drought Fund (FDF). The strategic objectives of this fund are to enable:

- Economic resilience for an innovative and profitable agricultural sector
- Environmental resilience for sustainable and improved functioning of farming landscapes
- Social resilience for resourceful and adaptable communities

The Hub will empower stakeholders to co-design drought preparedness activities for the region. Hub participants will apply proven drought-resilience research on the ground to improve innovation and adoption across agriculture, small business, industry and the community.

### Organisational chart





## Reporting relationship

**This position reports to:** Chief Knowledge Broker

**This position supervises:** First Nations Knowledge Broker

Coordinates activities and communication across the knowledge broker network (additional staffing resource provided by Hub partners)

## Key working relationships

- Knowledge Broker network
- Adoption and Impact Manager
- Hub Director
- Communications and Engagement Manager
- Operations and Partnerships Manager
- Consortium partners



## Position overview

The Knowledge Broker Network Coordinator will work with the Chief Knowledge Broker to coordinate the activities of the network of Knowledge Brokers embedded across Southern NSW within Hub partner organisations. The position will assist the Knowledge Broker Network to facilitate the adoption of new technologies and tools throughout the Hub footprint.

## Principal responsibilities

- Coordinate the activities of the Knowledge Broker network comprising of over 20 members (additional staffing resources provided by Hub Partners) ensuring that priorities and concerns of stakeholders are identified and feed into the program activities and knowledge is shared across the network. This will include:
  - Facilitate opportunities for knowledge sharing and collaboration amongst the network
  - Manage an interaction and knowledge sharing forum for the Knowledge Broker Network
  - Utilise their experience in agricultural research and/or extension to identify and facilitate opportunities for codesign of activities with stakeholders
  - Identify training and development needs
  - Ensure Knowledge Brokers have clarity of purpose and access to necessary resources through the Hub
- Champion and drive co-designed processes throughout the network to identify drought resilience research, development, extension and adoption priorities.
- Lead the development of communication products and activities within the Hub or by our partners that help to translate technical research into usable information for dissemination by the Hub, addressing regional knowledge priorities.
- Oversee the collection and analysis of existing research outputs from private, industry and government research organisations and facilitate partnerships to translate those outputs into practices and products ready for adoption.
- Engage extensively with the Knowledge Broker Network and the various stakeholders that they interact with to identify barriers to the adoption and commercialisation of new technologies and tools.
- Provide expert input in co-design teams to develop projects and programs to help address identified issues and/or opportunities.
- Perform other duties appropriate to the classification as required.



## Role-specific capabilities

This section comprises capabilities from the Charles Sturt [Capability Framework](#) identified as essential or critical for success in this role.

<b>Be business savvy</b>	Look to add commercial value in our roles, processes and ways of working.
<b>Innovative</b>	With creativity at our core, be open to new ideas and seek to find better ways.
<b>Influence</b>	Create compelling arguments to persuade others and promote ideas that add strategic value.
<b>Network</b>	Bring people together and build relationships that deliver desired benefits and outcomes.
<b>Listen closely</b>	Dig deep to understand others, using self-insight to build team spirit and recognise efforts.
<b>Plan and organise</b>	Set objectives, plan, establish contingencies, manage time, resources and people, monitor progress.

## Physical capabilities

The incumbent may be required to perform the following.

- Work in other environments beyond your base campus, such as other campuses.
- On occasion drive a vehicle distances up to 500km per day within the terms of the university's [Driver Safety Guidelines](#).



## Selection criteria

Applicants are expected to address the selection criteria when applying for this position.

### Essential

- A. Completion of a relevant degree with at least 4 years subsequent relevant experience to consolidate and extend the theories and principles learned; or extensive experience and management and or specialist expertise; or an equivalent level of knowledge gained through any other combination of education, training and/or experience.
- B. Experience and expertise in the management of people and projects within an agricultural research or extension context.
- C. Ability to co-ordinate collaborative programs, influence outcomes and resolve complex issues.
- D. Highly effective written and verbal communication skills, with ability to facilitate collaborative and collegial processes and to build productive relationships.
- E. Strong knowledge and understanding of co-design and participatory research, project and risk management, research translation and adoption.



