

HEIFERS *for* PROFIT

RURAL INDUSTRIES SKILL TRAINING

Annexure 3 - Heifers for Profit Trainer – Position Description

POSITION:	Heifers for Profit (HFP) Trainer		DATE:	June 2026
REPORTING TO:	National Program Manager, RIST			
DEPARTMENT:	National Programs		CONDITIONS:	Contract
STATUS:	Contractor			
RELATIONSHIPS:	Internal	Chief Executive Officer, RIST		
	External	Meat & Livestock Australia (MLA), HFP Trainers, HFP participants Profitable Grazing Systems (PGS)		
REMUNERATION:	Contracted rate to the group enrolments received.			
PRE-REQUISITES (Mandatory):	A minimum requirement of 5 years (post-graduating) demonstrated on-farm consulting experience in cow/heifer condition, nutrition and reproduction providing strategic on-farm advice to enhance sustainability and profitability Experience in delivering training in a group format Networking connections Qualifications or demonstrated sound level of currency in the industry Australian citizen, or holder of an appropriate Australian Work Visa			
PRE-REQUISITES (Optional):	Certificate IV in Training and Assessment (TAE40122, or equivalent) Working with Children Check (current) if group enrolments are under 18 years of age			

POSITION OBJECTIVE:

RIST has a key focus on ensuring our students have the skills, education, and personal development outcomes they require to contribute to their personal growth and the agricultural sector.

The HFP Trainer's role is to deliver the HFP course within an 15-month period following the heifer's reproductive cycle. The HFP Trainer is responsible for ensuring each participant is trained in the HFP principles, weighing and condition scoring, pasture assessment, and decision-making skills for the viability of participant's farm.

KEY DUTIES AND RESPONSIBILITIES:

Interpersonal & Communication

- Effective communication and interpersonal skills, verbal and written; demonstrated ability to communicate effectively with people at all levels both internal and external to the organisation, in a training environment.
- Strong time management and organisational skills; ability to plan and organise work, set priorities, exercise initiative, sound judgment, and meet changing and conflicting deadlines.
- Responsibility for delivering quality customer service when dealing with internal and external customers including application of organisation standards, initiative and problem solving.
- Professionally manage confidentiality of information across and between participants within the HFP course and ensure that all confidential information is protected appropriately.
- Ensure all liaison with stakeholders is sensitively managed, respectful and is tracked until resolution;

ensure relevant records are accurately maintained and up to date.

- Develop and maintain strong relationships with previous, current, and future participants and employers, industry bodies and networks

Compliance & Administration

- Liaise with industry, stakeholders, and other training networks to stay up to date on industry developments and best practice for development and maintenance of course content and materials.
- Follow session delivery plans for all training sessions.
- Provide detailed session reports to RIST's National Program Manager after each training session.
- During the course provide students with relevant and constructive feedback
- Provide ongoing and regular support to all students throughout their period of enrolment to maximise their learning experience.
- Review feedback from RIST's National Program Manager on course delivery, identify and implement continuous improvement.
- Contribute to internal and external compliance audits as required.
- Participate in validation and moderation sessions as required

Teamwork

- Contribute and work effectively and proactively in autonomous and team situations.
- Contribute to continuous improvement through identifying opportunities for improvement and acting responsively to implement agreed improvements.
- Undertake specialist project scoping activities.
- Perform duties in an ethical and professional manner that supports an inclusive environment that is free from discrimination and harassment.
- Establish and maintain strong relationships with stakeholders – trainers, employers, group training organisations, industry associations, and other relevant networks

KEY FOCUS AREAS:

Program specific role requirements:

- Coordinate 6 training sessions in accordance with the HFP course that coincides with majority of the group's heifer reproductive cycle
- Marketing and promotion of the HFP course with approved materials
- Attendance rate above 80% on average, per group, for the duration of the course
- Visit the participant's farm a minimum of 5 times during the HFP course
- Assess, weigh and condition score heifers and cows, per participant's property
- Participants can assess, weigh and condition score heifers and cows accurately.
- Participants can manage heifers to weight target
- Participants can assess pasture quality, FOO, calculate energy balance and allocate heifers to a paddock based on FOO and ME
- Attend HFP Regional Trainer Forums in local state of residence, as required.

KEY RESULT AREAS:

- Overall satisfaction >8/10 from participants
- Recommend HFP course >8/10 from participants.
- Maintain currency of qualification and industry experience.
- Contribute to ensuring a safe working environment for students, staff and trainers.

SELECTION CRITERIA:

Qualifications

- Postgraduate qualification in Agriculture or Animal Science (or equivalent) *
- *Consideration will be given to individual who are not bachelor qualified, but can demonstrate a deep and sound currency of working knowledge in the industry
- Current Working with Children Check
- Australian citizen, or holder of an appropriate Australian Work Visa
- TAE40122 Certificate IV in Training and Assessment (or equivalent) – not mandatory
- Current Drivers Licence

Experience

- Minimum 1 year experience delivering extension training.
- Minimum 5 years demonstrated experience in cow/heifer management and nutrition, providing strategic on-farm advice to enhance sustainability and profitability.
- Demonstrated experience working with people in a training environment.
- Demonstrated flexibility and adaptability to work according to client needs and respectfully with all clients

Personal attributes

- Leads by example and has integrity and willingness to model the values of RIST.
- Demonstrates commitment, drive, and initiative to achieve organisational strategic objectives.
- Initiative-taking and enthusiastic collaborator with the ability to work autonomously and collaboratively in a team to maximise outcomes.
- Possess an elevated level of organisational and time management skills.
- Strong interpersonal and communication skills, including the ability to resolve conflict and work with a diverse range of personalities and learning styles.
- Strong computer literacy skills, including the Microsoft suite of products (essential), online learning management system environments (advantageous), and technology applications (desired)
- Solution orientated

COMPANY VALUES:

Integrity

We are ethical in all that we do, every day

Community

We engage through trust, impact, and value diversity

Leadership

We collaborate, think ahead, and inspire others to embrace the possibilities

Innovation

We engage creatively and flexibly through technology

Excellence

We commit to high standards and continuous improvement

Sustainability

We act responsibly with measured consideration for our footprint

APPROVAL:

This job description serves to illustrate the scope and responsibilities of the role and is not intended to be an exhaustive list of duties. You will be expected to perform other job-related tasks requested by management and as necessitated by the development of this role and the development of the business.

Please ensure you have read, understood, and agreed with the role and key performance criteria outlined in this position description and ensure you can fulfill all of the requirements of the position prescribed in this document.