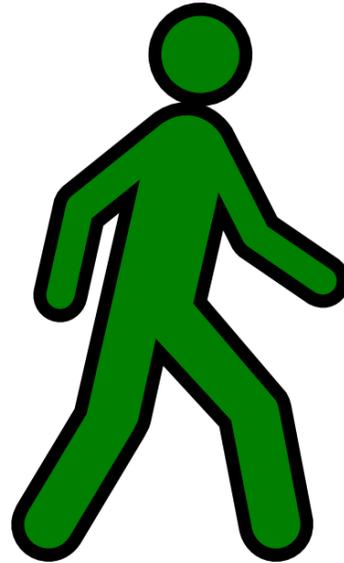


# On-farm Agriculture Roles

## Soft Skills

Good communication skills – verbal & written  
 Reliable/self-management (e.g. being at work on time)  
 Honest/ Trustworthy  
 Able to follow instructions  
 Responsible for self and others  
 Willingness to learn  
 Attention to detail  
 Good time management  
 Ability to cope with early starts  
 Able to admit and learn from mistakes

Teamwork & work independently  
 Positive attitude  
 Show respect and self-awareness  
 Not afraid to ask questions  
 Able to cook for yourself  
 Keep a house clean and tidy  
 Good support network  
 Observational skills  
 Responsible on social media  
 Awareness of public perception  
 Manage time off so it doesn't impact on work



- ★ Pre-employment
- ★ Mid level
- ★ Entry level
- ★ Senior level

## Technical Skills

Organisational skills  
 Able to pass drug test & MOJ check  
 Computer skills  
 Literacy & numeracy skills  
 Experience with farm animals  
 Fit, strong & healthy  
 Restricted Driver's Licence (minimum) & reliable vehicle  
 Aptitude for vehicles and machinery

Record keeping  
 Health & Safety conscious  
 Clear understanding of the conditions of employment  
 Good literacy & numeracy skills  
 Ride a 2-wheel motorbike safely  
 Able to lift (e.g. calves)  
 Identify healthy animals & report unhealthy animals  
 Tractor Driving  
 Animal handling skills  
 Personal budgeting skills  
 Environmental awareness  
 Weed management tasks  
 Handle dangerous chemicals safely  
 Skilled in the use and care of tools

## Roles

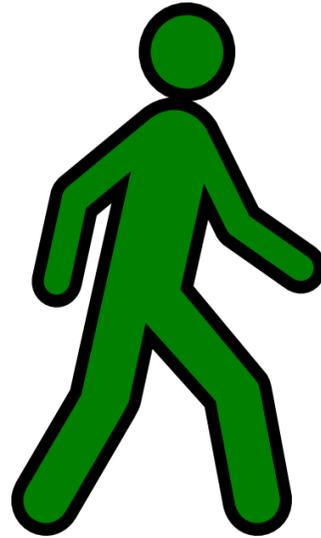
Work Experience on farm

Dairy Roles :  
 Relief Milker  
 Milk Harvester  
 Farm Assistant  
 Junior Shepherd

# On-farm Agriculture Roles (continued)

## Soft Skills

Show initiative  
 Relationship building skills  
 Able to work unsupervised  
 Strong communication skills  
 Problem solving skills  
 Ability to multi-task  
 Calm under pressure  
 Able to prioritise



Able to handle high pressure situations  
 Sound decision making skills  
 Able to make hard decisions  
 Strong prioritisation skills

- ★ Pre-employment
- ★ Mid level
- ★ Entry level
- ★ Senior level

## Technical Skills

Organise self and others' workload  
 Farm management day-to-day  
 Model good Health & Safety skills  
 Computer skills  
 Reporting & recording skills  
 Compliance management  
 Farm machinery skills – operation & maintenance  
 Water reticulation skills  
 Fencing skills  
 Environmental management  
 Animal diagnosis and treatment skills  
 Shed management and problem solving  
 Ability to fix small machinery  
 Crop management skills  
 Weed & Pest skills  
 Agricultural Chemical knowledge  
 Cost management skills  
 Career Planning  
 Leadership skills

Performance management  
 Strong planning skills  
 Strong computer skills  
 HR skills & knowledge (performance management/mentor/coach)  
 Budgeting  
 Reporting skills  
 Future Planning  
 Policy and procedure skills  
 Set team culture

## Roles

Dairy Roles :  
 Herd Manager  
 Senior Assistant  
 2IC  
 Assistant Manager  
 Production Manager

Sheep & Beef Roles :  
 Shepherd  
 Stock Manager  
 Block Manager  
 General Hand  
 Fencer General

Farm Owner  
 Farm Manager  
 Contract Milker  
 Sharemilker  
 Equity Partner

# Agricultural Specialist Roles

## Soft Skills

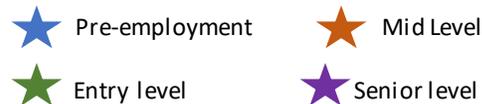
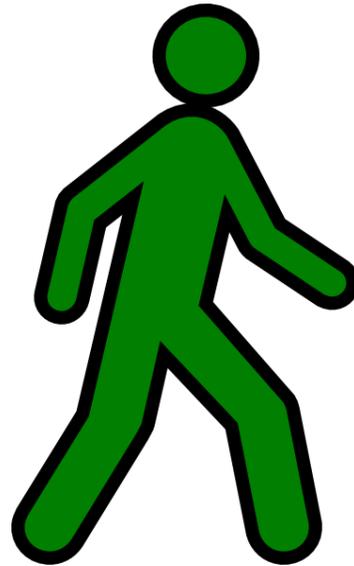
Good communication skills – verbal & written  
Reliable/self-management (e.g. being at work on time)

Honest/ Trustworthy  
Able to follow instructions  
Responsible for self and others  
Willingness to learn  
Attention to detail  
Ability to cope with early starts  
Good time management

Teamwork & work independently  
Customer Service skills  
Positive attitude  
Show respect and self-awareness

Show initiative  
Relationship building/maintenance skills  
Able to work unsupervised  
Strong communication skills  
Problem solving skills  
Strong customer service skills  
Ability to multi-task  
Calm under pressure  
Detail driven

Sound decision making skills  
Future focused



## Technical Skills

Agricultural experience  
Organisational skills  
Computer skills  
Literacy & numeracy skills  
Full Driver's Licence  
Able to pass drug test  
Planning skills  
Record keeping skills  
Health & Safety  
Clear understanding of conditions of employment  
Minimum Class 2 Licence  
Strong leadership skills  
Negotiation skills  
Performance management  
Good planning skills  
Good computer skills  
Prioritisation skills  
Budgeting/Financial/Cost management  
Ensure compliance  
Clear understanding of contractual obligations  
Compile reports  
Risk assessment  
Monitor contracts & deliver outcomes  
Strategic thinking  
Analytical skills  
Solution focused  
Advanced HR skills & knowledge  
Writing contracts  
Giving quotes  
Future planning  
New business development

## Roles

Work Experience on farm  
Work Experience in chosen role

Trainee Driver  
Apprentice  
Trainee stock agent

Rural Supply Store  
Riparian Planter  
Technical Sales Adviser  
Diesel Mechanic  
Irrigation Services  
Dairyshed/Plant Repairs

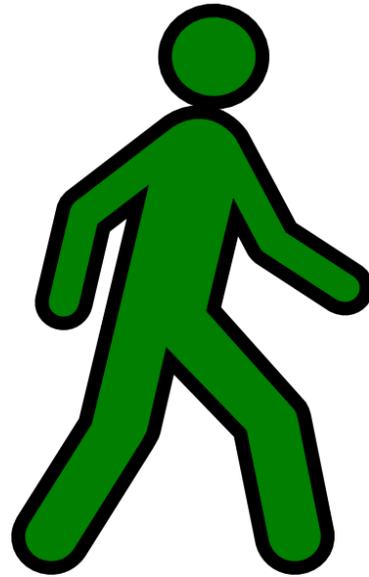
Tyre Supplier  
Fuel Tank Driver  
Milk Tanker Driver  
Stock Truck Driver  
Digger Operator  
Sheep Scanning  
Stock Agent  
Fertiliser Spreading (Truck, Helicopter, Plane)  
Spraying Contractor  
• Boom and Gun,  
via Helicopter, Tractor, Plane  
Agricultural contractor – tractor driving, mowing, bailing, harvesting, drilling, ploughing, effluent spreading

Business owner  
Operations Manager

# Agricultural Consultant Roles

## Soft Skills

Good communication skills – verbal & written  
 Reliable/self-management (e.g. being at work on time)  
 Honest/ Trustworthy  
 Able to follow instructions  
 Responsible for self and others  
 Willingness to learn  
 Attention to detail  
 Good time management  
 Teamwork & work independently  
 Positive attitude  
 Show respect and self-awareness  
 Self-driven to achieve  
 Results focused  
 Critical thinker  
 Seeks help when required  
 Show initiative  
 Relationship building/maintenance skills  
 Able to work unsupervised  
 Strong communication skills  
 Problem solving skills  
 Strong customer service skills  
 Ability to multi-task  
 Calm under pressure  
 Detail driven  
 Able to work to deadlines & deliver work on time  
 Able to handle high pressure situations  
 Sound decision making skills  
 Set the culture for the team  
 Able to make hard decisions



★ Pre-study      ★ Employment  
 ★ Tertiary level      ★ Senior level

## Technical Skills

Agricultural experience  
 Organisational skills  
 Computer skills  
 Literacy & numeracy skills  
 NCEA L3  
 University Entrance for chosen field of study  
 Planning skills  
 High level of literacy & numeracy  
 Can deliver to deadlines  
 Diploma or Degree in chosen field  
 Strong leadership skills  
 Negotiation skills  
 Performance management  
 Strong planning skills  
 Strong computer skills  
 Prioritisation skills  
 Facilitation skills  
 HR skills & knowledge  
 Budgeting/Financial/Cost management  
 Ensure compliance  
 Compile reports  
 Risk assessment  
 Monitor contracts  
 Clear understanding of the conditions of employment  
 Strong Health & Safety knowledge  
 Strategic thinking  
 Analytical skills  
 Solution focused  
 Advanced HR skills & knowledge

## Roles

Work Experience on farm  
 Work Experience with consultant

Student

- Industry training
- University
- Polytech

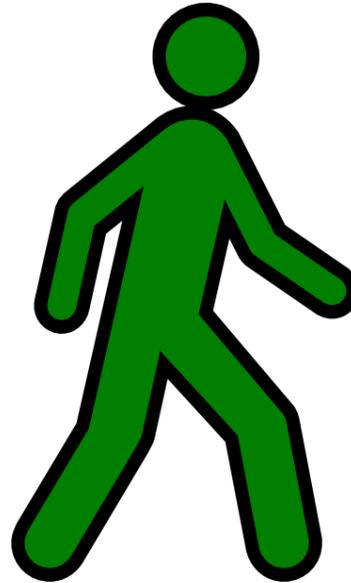
Vet Nurse  
 Fertiliser Consultant  
 Milk Quality Advisor  
 Vet Technician  
 AI Technician  
 Genetics & breeding sales  
 Rural Engineer  
 Irrigation Designer  
 Rural Accountant  
 Rural HR Consultant  
 Rural Banker  
 Veterinarian

Farm Management Consultant  
 Farm Business Consultant  
 Seed & Cropping Consultant  
 Environmental/Sustainability Consultant  
 Genetics & Breeding consultant

# Agricultural Administration Roles

## Soft Skills

- Good communication skills – verbal & written
- Flexibility including availability
- Reliable/self-management (e.g. being at work on time)
- Honest/ Trustworthy
- Able to follow instructions
- Responsible for self and others
- Willingness to learn
- Attention to detail
- Teamwork & work independently
- Customer Service skills
- Positive attitude
- Show respect and self-awareness
- Good time management
- Show initiative
- Relationship building skills
- Able to work unsupervised
- Strong communication skills
- Problem solving skills
- Strong customer service skills
- Ability to multi-task
- Calm under pressure
- Analytical
- Solution focused
- Always learning - curiosity
- Good relationships with professionals
- Critical thinking skills
- Focused on Industry outcomes



- ★ Pre-employment
- ★ Mid level
- ★ Entry Level
- ★ Senior level

## Technical Skills

- Organisational skills
- Computer skills
- Literacy & numeracy skills
- Planning skills
- Record keeping skills
- Health & Safety
- Clear understanding of the conditions of employment
- Good computer literacy
- Strong computer skills
- Write monthly reports
- Create, input and revise budgets
- Develop systems & processes
- HR skills & knowledge
- Leadership skills
- Strong planning & Prioritisation skills
- Understanding of Service Tenancy laws
- Record & Report for compliance:
  - Health & Safety
  - Regional Council requirements
  - National requirements – Essential Freshwater
  - Water takes & quality
  - Nitrogen leaching
  - Fencing & Riparian Planting
- NAIT compliance tasks
- Monitoring KPIs on farm/for the business
- Develop bank proposals
- Strategic planning/thinking
- Analytical expertise
- Advanced HR skills & knowledge/mentor/coach
- Compliance monitoring and reporting skills
- Business review skills
- Marketing skills
- Contract negotiation skills

## Roles

- Pay roll administrator
- On-farm Safety Officer
- Regional Council Compliance Officer
- WorkSafe Inspector
- Administrator: accounting, payroll, invoicing, GST
- Dairy Farm Assessor
- Operations Manager
- Block Manager
- Farm Manager
- Farm Business Manager
- Contract Milker
- Consultant to the business
- 50/50 Sharemilker
- Equity Partner
- Farm Owner

# Agricultural Support Roles

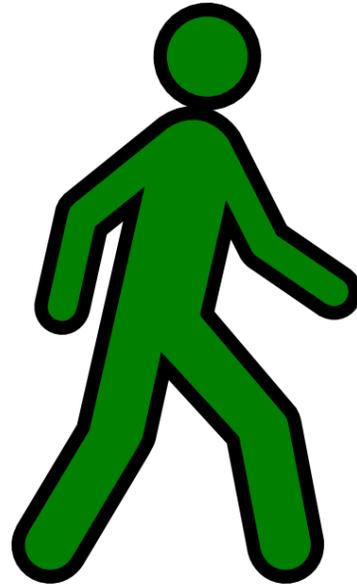
## Soft Skills

Good communication skills  
Flexibility including availability  
Reliable/self-management (e.g. being at work on time)  
Honest  
Able to follow instructions  
Responsible for self and others  
Willingness to learn  
Attention to detail  
Good time management

Teamwork & work independently  
Customer Service skills  
Positive attitude  
Show respect and self-awareness

Show initiative  
Relationship building skills  
Able to work unsupervised  
Strong communication skills  
Problem solving skills  
Strong customer service skills  
Ability to multi-task  
Calm under pressure

Sound decision making skills



- ★ Pre-employment
- ★ Mid Level
- ★ Entry level
- ★ Senior level

## Technical Skills

First Aid Certificate  
Able to follow instructions  
Organisational skills  
Computer skills  
Literacy & numeracy skills  
Be alcohol and drug free

Planning skills  
Record keeping skills  
Health & Safety  
Clear understanding of the conditions of employment

Able to prioritise  
Ability to manage staff  
Performance management  
Leadership skills  
Strong planning skills  
Strong computer skills  
Prioritisation skills  
HR skills & knowledge  
Budgeting

Strategic thinking  
Analytical skills  
Solution focused

## Roles

First Aider

Rural Support Volunteer  
Volunteer Fire Fighter  
Trainer  
Assessor  
Mentor  
Drug and Alcohol Tester

Medical:

- Rural support Trust
- Farm Strong

Educational:

- Tutor
- Training Adviser

Medical:

- Mental Health provider
- Rural District Nurse
- Plunket Nurse
- Hauora Health Specialist
- Rural GP

Educational:

- Developer
- Researcher