

POSITION DESCRIPTION

Role:	Technical Officer
Employer:	Fresh Produce Safety Centre Limited (FPSC)
Commencement:	July or August 2023
Duration:	Fixed term to 15 June 2026
Location:	Sydney, Australia. Work from home or at our office in Camperdown
Remuneration:	\$112,000 pa, plus 11% contribution to superannuation

About the FPSC

We are an industry-funded not-for-profit company, and our role is to enhance fresh produce food safety across Australia and New Zealand through research, outreach and education.

Our mission is to empower the Australian and New Zealand fresh produce industry with innovative systems and processes that lead to safer fresh produce for consumers. Our supporters represent the fresh produce value chain, including growers and packing houses, storage and transport operators, wholesalers, retailers and exporters. Our networks exist across growers, government and regulatory bodies, food safety standards and auditing, research and education, equipment and packaging. Our expertise lies in bringing together food safety best practice to create cultural change in food safety.

The FPSC is based at the University of Sydney, in the School of Life, Earth and Environmental Sciences, but most of us work remotely.

About the Role

The FPSC has been awarded a three-year project, "Horticulture Food Safety Initiative" (HNI21000) for which we require a full-time technical officer. Reporting to the FPSC's Executive Officer who is also the project lead, the Technical Officer is charged with delivering the operational components of the project, including:

- Establishing one or more communities of practice for the project.
- Conducting a stocktake of fresh produce safety information available and organise it in an accessible way for the industry.
- Establishing an industry helpdesk.
- Contributing to the development of the monitoring and evaluation plan and industry survey.
- Developing and delivering an industry engagement plan comprising extension and outreach activities, including training programs, workshops, and educational resources on fresh produce safety topics, targeting specific stakeholders within the industry.
- Collaborating with industry stakeholders, including regulators, growers, packers, processors, retailers, and peak industry bodies to gather insights and drive the adoption of best practices and innovative solutions.

- Developing an enduring horticulture food safety implementation model.
- Collecting and analysing data, developing reports, and contributing to the project's evaluation and reporting requirements.
- Monitoring project timelines, deliverables, and budgets, and provide regular updates to project stakeholders.
- Facilitating communication and knowledge-sharing among project participants through workshops, forums, and industry networks.
- Liaising with the communities of practice, the project's technical advisory group, universities' ethics panels and quality reviewers as appropriate.
- Ensuring all outputs are technically and scientifically robust, well written and accessible.

In addition, the Technical Officer will:

- Stay updated with the latest research, regulations, and emerging trends related to fresh produce safety and incorporate this knowledge into the FPSC's activities and deliverables.
- Contribute to the technical content of the FPSC's newsletters and website.
- Update the FPSC's existing technical resources and develop new ones as appropriate.
- Develop fresh produce safety crisis management plans and mitigation strategies, and act as an coordination point in the event of a fresh produce food safety negative event.

Experience and Skills Required

- Degree in food science, food safety, agriculture, or a related field. A master's degree is preferred.
- Proven experience in fresh produce food safety management, preferably within the Australian and New Zealand context.
- Strong knowledge of national and international fresh produce safety regulations, guidelines, and industry best practices.
- Familiarity with risk assessment methodologies, quality assurance systems, and traceability requirements specific to the fresh produce industry.
- Excellent analytical skills and ability to interpret scientific data related to fresh produce safety.
- Effective communication and interpersonal skills to collaborate with diverse stakeholders, facilitate workshops, and deliver presentations.
- Excellent written communication skills, with the ability to make technical information accessible.

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- Self-motivated and able to work independently, while also being a proactive team player.
- Project management skills and experience, including monitoring timelines, deliverables, and budgets.
- Proficient in use of Microsoft products including Word, Excel, PowerPoint, Teams
- Membership in relevant professional organisations (e.g., Australian Institute of Food Science and Technology) is advantageous.

To apply, please provide a resume and covering letter matching your skills and experience against those we require.

Email your application by 10 July 2023 to:

Marguerite Delbet
Executive Officer
Fresh Produce Safety Centre
Via email: eo@fpsc-anz.com

You must have the right to work in Australia to be considered for this role.

Please note that this job description is intended to provide a general overview of the responsibilities and qualifications required for the position. Actual job duties may vary depending on the specific needs of the project and the Fresh Produce Safety Centre.

