



Position Description for Regional Supplier Executives

Background:

The Mainland Dairy Suppliers' Council ("MDSC") is operated under a company structure - comprised of an elected Board ("**Executive**") comprising up to 6 supplier executives and up to one independent executive. Ideally there will be a minimum of one supplier executive from each dairy region.

MDSC also has up to 12 Councilors – 3 from each Mainland Dairy region.

This combined group (Executive & Councilors) group is known as MDSC.

MDSC's overarching role is to represent the interests of all Mainland Dairy suppliers in Victoria and Tasmania with a collective independent voice.

Benefits to suppliers:

Farmers working collectively for farmers.

Strong and active representation of supplier's interests with Mainland.

What we do:

Negotiate with Mainland Dairy, on behalf of our suppliers, on conditions of milk supply.

Run the 'Proud to be a Dairy Farmer' and 'Get To Know Mainland Dairy' programs

Actively participate in supplier meetings, field days, industry conferences, industry forums etc.

Oversee the operation of the MDSC processes for direct farmer feedback to the MDSC Executive and Mainland Dairy.

Represent supplier's interests with Mainland Dairy and work with Mainland Dairy to develop initiatives to support farmers. Be the voice of farmers to Mainland Dairy.

Actively participate in supplier meetings, field days, industry conferences, industry forums etc.

Overview:

MDSC is an Australian private company limited by shares. MDSC has a formal written operational agreement with Mainland Dairy. MDSC does not collect or process milk. MDSC's primary asset is a share portfolio, professionally managed to generate an income stream to support Company activities.

Board Structure:

The Executive structure of MDSC includes:

- Up to six Supplier Executives - ideally with one from each of the North, East, South (Tas) and West dairy regions;
- up to one Independent Executive (as required) - bringing specific skills requirements

The Executive elects one of the Executives as Chair, and one as Deputy Chair.

Role:	MDSC Supplier Executive
Location:	MDSC's Exec meets regularly at Mainland Dairy's offices in Melbourne
Current Executive:	
Chair	Stuart Giffin (East)
Regional Supplier Executive	David Conheady (West), Dean Turner (East), Mark Miers (Tasmania / South), Brooke Theodore (West).
<p>The Role:</p> <p>As a Supplier Executive, you will make a meaningful contribution towards interactions with suppliers in your region and be actively involved with the Supplier Councillors and Mainland Dairy staff in your region. You will contribute to the long-term success of the Company through your attendance at Executive Meetings and meetings of any committees to which you may be appointed.</p> <p>The core part of your role will be your engagement with fellow suppliers, to facilitate consultation between MDSC and Mainland Dairy on industry issues, provide guidance to suppliers on interpretation of information provided by Mainland Dairy on the domestic and international markets and on milk prices and reviews of milk payment and quality structures.</p> <p>You may also be expected to represent MDSC and suppliers in meetings with various industry groups including Dairy Australia, ADF and government representatives, and MDSC run programs.</p> <p>The Executive is to also ensure the long-term & ongoing success of the MDSC which is accomplished by:</p> <ul style="list-style-type: none"> • setting objectives, goals and the strategic direction for the Company, with a view to maximising supplier value; • adopting appropriate corporate governance standards, ensuring adequate internal controls exist and are appropriately monitored for compliance; • setting the highest business standards and code of ethical behaviour. <p>The monthly board papers will make Executives aware of current and forthcoming issues relevant to the Company's operations and performance. Senior Mainland Dairy management and appointed consultants will be invited to present and discuss relevant issues with the Executive Group.</p> <p>Supplier Executives will be required to attend approximately 10 Executive meetings each year (8 Face to Face and 2 on-line) and potentially board committee meetings. Some regional travel will also be required to attend meetings with suppliers as well as for other regional events in Victoria and Tasmania.</p> <p>Overall, each Executive is expected to commit to 20** days spent on MDSC business per annum (inclusive of board meetings and travel).</p> <p>** As with many Executive roles, the level of time commitment will vary depending on the activities being undertaken by the Company from year to year. Overall, the executive is expected to commit to the time expected of a director to professionally prepare for meetings, undertake relevant industry reading, maintain industry knowledge, attend regional supplier events and discharge the duties and responsibilities of a private company officer.</p>	
<p>Experience & knowledge required:</p> <ul style="list-style-type: none"> - In-depth knowledge of the dairy industry. - Experience leading people - achieving objectives through empowering & managing others, including people development skills – specifically to be able to assist regional councillors to grow in their roles as representatives. - Experience in collaboration and engagement with a wide range of stakeholders. - High level knowledge of governance and an understanding of the role of an Executive / director, including their legal, ethical, fiduciary and financial responsibilities as a director. <p>Note: Further training & mentoring will be available as required to help fill in any identified gaps in knowledge and competencies.</p>	

Continued

Personal competencies required (continued):

- Collaboration – working effectively with stakeholders including fellow directors, Supplier Councillor members, Suppliers and Mainland Dairy staff & executives
- Communication – speaking openly and honestly, asking questions appropriately, listening effectively and understanding others' points of view
- Emotional intelligence – having self-awareness and self-management, displaying tact and empathy, challenging constructively and persisting in robust discussion when required.
- Integrity – acting ethically and responsibly and with independence, putting the Company's interests ahead of personal interests and Compliance with the MDSC Code of Conduct
- Strategic thinking – absorbing and comprehending complex information and having regard to strategic issues when making decisions
- Commercial acumen – weighing up alternatives and exercising business judgment to promote the MDSC objectives

Term of appointment:

We expect a commitment of approximately 3 years, subject to confirmation by suppliers at the next AGM, and re-election at other AGM's as required per the Company's constitution.

Support Provided:

The MDSC Executive is supported by the Company Secretary (and also Mainland Dairy as required). Company specific administrative, compliance, reporting and ongoing financial support is provided (or co-ordinated) by the Company Secretary.

Remuneration and benefits:

Annual remuneration:	Executive fee - \$36,350 (plus 12% super.) for Regional Directors Executive fee - \$30,000 (incl 12% super.) for non-Regional Directors
Travel and other benefits:	All reasonable MDSC specific business-related costs are covered by the Company, upon approval by the Chair.