



Role Profile

"Creating a better future for our farming members."

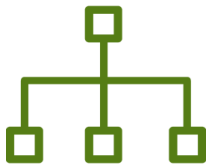
Job title	Student Placement – Food Business Unit
Reports to	Adviser (Foodservice and Procurement)
Department	Food & Farming
Location	Stoneleigh, HQ
Salary	£19,000 per annum

Main purpose of the job



- To provide operational support for any activities undertaken by the Food Business Unit as directed by the Procurement and Foodservice Adviser.
- To aid in the delivery of the NFU’s strategic aim of engaging with the UK’s top retailers, foodservice and large brand businesses on issues affecting UK supply chains.
- This is a role that will operate across all sectors including dairy, livestock, poultry, horticulture, sugar, and combinable crops.

Reporting Lines



- There are no direct reports for this role


Responsibilities



- Contribute to the provision of information and advice to HQ, Regional Staff and NFU members on the activities of the Food Business Unit, including through the development of content for print, online and social media channels.
- To assist the Food Business Unit with research, planning and engagement of the UK’s top ten retailers, foodservice and large brand businesses.
- You will be crucial in communicating with members on key changes and opportunities within the supply chain, through having a strong focus on online and written



	<p>formats, social media and liaising with national media representatives.</p> <ul style="list-style-type: none"> • The Food Business Unit lobbies industry on a range of areas including public procurement, food labelling, assurance and standards, organics, and the Grocery Code Adjudicator. The Placement Student will support the team on key projects. • Support key projects and teams within the department. Projects include additional support for the NFU's Poultry Team and the NFU's Net Zero work. • Whilst shadowing colleagues in the Food Business Unit there will be the opportunity to gain a significant insight into how large retailers and foodservice companies operate and their concerns with UK's agricultural supply chain. • As directed, ensure that the NFU's Customer Relationship Management (CRM) system is kept updated. • This job description will develop to meet the needs of the NFU and any additional duties will be commensurate with the post holder's grade.
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Person Specification	
Essential Skills/Attributes	
	<p>Knowledge and expertise</p> <ul style="list-style-type: none"> • Working towards a degree level with an agricultural, business, or a food discipline. • To have knowledge of agricultural / horticultural production. • Proven ability to complete tasks and projects effectively within agreed timescales <p>Communication</p> <ul style="list-style-type: none"> • Effective communications and interpersonal skills both written & verbal • Good grammatical and numerical skills. <p>Practical Skills</p> <ul style="list-style-type: none"> • Efficient use of IT equipment including word and excel <p>Decision making and problem solving</p> <ul style="list-style-type: none"> • Ability to demonstrate organisational and prioritising skills. • Ability to solve problems and forward plan.

Responsibility

- Must have a detailed approach to recording accurate information.
- Ability to deal with confidential information.

Personality

- Ability to attend events as necessary as part of the Food Business Unit
- Ability to work extended or additional hours when required.
- Full current driving licence consideration will be given under the Equality Act where applicable).
- Be self-motivated
- Be passionate about delivering good quality and successful projects about agriculture.


Desirable Skills/Attributes



- To have a understanding of the food supply chain



Competencies

	Core Competencies	Understanding the NFU Working Together Personal Accountability Communication	2 – Supporting 2 – Supporting 2 – Supporting 2 – Supporting
	Functional Competencies	Member Focus Analysing and problem solving	2 – Supporting 2 – Supporting

