



Job Specification

Job Title: Sector Manager (Mixed)

Project: Farming Connect

Department: Rural

Line Manager: Head of Technical

Contract: 0.6 FTE

Salary: £40,833

Bilingual Skills: Highly Desirable

Aim

To support the strategic delivery of a high-profile Our Farms network via management of the sector officers and on-farm trials in line with Welsh Government and the Farming Connect programme priorities. Line management responsibility of sector officers within the team driving acceleration of adoption of the programme KT.

Main Responsibilities

- Contribute to the leadership of a high performing team by motivating and developing the knowledge transfer officers to ensure alignment of project developments to accelerate the step approach across the FC programme.
- Lead and **manage the mixed sector officer** ensuring that targets are met to a high standard whilst identifying and rectifying issues in a timely and professional manner.
- Expected to manage budgets for projects and areas of work under which they work on, and to ensure projects are running to budget and to report variances promptly; is likely to have **budgetary authority** and must ensure compliance with Mentera procurement policy and framework guidelines across their team.
- Lead on the **sector specific activity** formulation, development and delivery under the Our Farms network requirements of the Farming Connect programme including the recruitment and development of Demonstration farms baseline studies, projects, trials, events and exploitation of other knowledge transfer avenues ensuring there is no duplication, but rather enhanced complementarity, between projects and that they meet the needs of the local community.
- Lead on the arable demonstration farm, ensuring on-farm trials align with other industry activity to maximise collaboration for greater value, including:
 - Plan the development, implementation, and coordination of Our Farms Network projects in conjunction with the appointed industry

expert, ensuring there is no duplication, but rather enhanced complementarity, between projects.

- Develop project proposals (to include evaluation methodology) in conjunction with the KE Hub through on-going discussions and incorporation of literature reviews/project proposals recommendations as required.
- Outline clear and achievable milestones and objectives of the projects.
- Coordinate work activities and track milestones and objectives via the Our Farms system in the Delivery Management System and identify and provide solutions to rectify issues in a timely and professional manner.
- Support with the management of Try Out Funds as required.
- Ensure project proposals are developed in conjunction with the KE Hub through ongoing discussions and incorporation of literature reviews/project proposals recommendations are implemented as required.
- Oversee the management of sector projects, ensuring they are monitored against milestones and evaluated appropriately against the evaluation plan.
- Liaise with external collaborators/contractors, farmers, and foresters.
- Identify and rectify issues in a timely and professional manner.
- Ensure that Welsh Government's strategies and policies are incorporated into the delivery of the programme.
- Monitor and report progress, including leading and preparing information for the dashboards, Welsh Government information requests and industry updates.
- Proactively identify new opportunities for research, on-farm trials, and knowledge transfer.
- Seek opportunities to raise the profile of the work of the technical team and that of Mentera to develop collaborative working partnerships including participation in external stakeholder events; on national (and international where applicable) platforms.
- Ensure team involvement in wider Farming Connect meetings and promotion of their work, ensuring input and work is aligned with the Farming Connect programme priorities.
- Continually develop a thorough knowledge and understanding of the agricultural sectors in Wales, with the ability to identify and analyse the latest information and research work relevant to those sectors and specialisms within them.
- Work closely with the:
 - Technical Team Managers and Regional Development Managers, ensuring there is no duplication, but rather enhanced complementarity, between projects and that they meet the needs of the local community.



- Specialist and KE Manager to ensure alignment and involvement, as required, of the wider team in the promotion, recruitment, data collection, and dissemination of results of the Our Farms Network trials.
- Marketing and Communications team to ensure that events are promoted according to the integrated marketing and communications strategy to the target audience in an effective and timely manner.
- KT Officer to provide ideas and content as required for development of knowledge transfer materials.

Other

- Ensure standards for quality, customer service, equality and diversity, health and safety and biosecurity are met.
- Accept other reasonable duties and responsibilities as required.
- Represent Mentera as required.

Skills and Experience

Essential

- Educated to degree level, or equivalent, in agriculture or related subject.
- Managerial experience.
- Strong relationships in the agriculture, knowledge transfer, and scientific communities and effective at networking.
- Demonstrable experience of working within the specified sector in the agricultural industry in Wales.
- Extensive knowledge of agricultural and environmental strategies and policies implemented throughout Wales, via The Agriculture (Wales) Act 2023.
- Evidence of project management skills.
- Ability to disseminate themes, research findings, and programme content in a practical and clear manner relevant to the audience.
- Able to develop and integrate new services in an effective and timely manner.
- Able to make difficult and timely decisions for the benefit of the business and/or service, including raising appropriate concerns regarding service delivery, budgets and staff/sub-contractors.
- Advanced presentation and interpersonal skills.
- Proactive problem solver and team player.
- A self-motivator, accepting responsibility for setting and reviewing priorities for achieving targets, with a clear focus on quality.
- Excellent communication skills.
- Excellent IT skills including – Windows; Productivity software (email, word



processors, spreadsheets, file storage); Safe usage of computers and the internet (searching and browsing the web, using websites and online applications).

- If working from home for any period, you will be required to already have a suitable internet connection.
- Full driving licence and use of a car.

Desirable

- Hold a postgraduate certificate or degree.
- Knowledge of the Farming Connect Programme.

More information

If you would like an informal discussion about this post, please contact Siwan Howatson on 07399 783 398 or siwan.howatson@mentera.cymru

The requirements of this role means that it has been categorised as follows:

A driving licence and use of a car for business purposes:

- Not required
- Desirable
- **Essential** ✓

Welsh language ability:

- Listening/Speaking: Level 3
- Reading/Understanding: Level 3
- Writing: Level 3

Mentera provides language skills training to every staff member who wishes to develop their use of Welsh.

How to apply

Applications for this post can be made by completing the enclosed application form and equal opportunities monitoring form and returning them to swyddi@mentera.cymru by **10 am, Thursday, 12 March 2026**

Interviews

We will hold the interviews for this position on Tuesday, 17/03/26 at our Aberystwyth office. If these dates are not convenient, please state so on your application form.



Equality and Diversity Declaration

Mentera is committed to supporting and promoting equality and diversity and to creating an inclusive working environment. We believe this can be achieved through attracting, developing, and retaining a diverse range of staff from many different backgrounds. We therefore welcome applicants from all sections of the community regardless of sex, ethnicity, disability, sexual orientation, trans identity, relationship status, religion or belief, caring responsibilities, or age. In supporting our employees to achieve a balance between their work and their personal lives, for most roles we will consider proposals for flexible working or job share arrangements.