

# Role Description





## Senior Advisor, Food and Wine Exports

Classification: ASO6  
Position Number: P45247

Group: Trade  
Team: Food and Wine Exports

### Our Core Values

Be part of a high performing, collaborative, agile and innovative organisational culture. Through a network of multi-disciplinary teams, we operate with internal project structures that enable adaptable, flexible, and agile ways of working. This is underpinned by our Core Values of:

 <b>Genuine</b> We do what we say	 <b>Respect</b> We are inclusive and listen	 <b>Empowered</b> We are open and courageous	 <b>Aligned</b> We act and deliver as one	 <b>Trust</b> We back each other
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### About The Role

The Trade team supports South Australian exporters to succeed globally by connecting them with international markets, offering expert advice, delivering targeted programs and promotions, enhancing export capabilities, and managing grants.

The Senior Advisor, Food and Wine Exports strengthens and expands the value of international trade in South Australia's wine sector. Reporting to the Manager, Food & Wine Exports, the role supports strategy and drives the management and implementation of numerous global trade initiatives, including delivering the Wine Export Diversification Program across multiple international markets and sales channels.

The Senior Advisor, Food and Wine Exports supports high-level, complex research and project management activities to grow exports for the South Australian wine producers and exporters. This includes the provision of expert advice, consultation and assistance to exporters, producers and to the Department of State Development (DSD) international office network.

### What you will do (results to be achieved)

- Contribute to the development and implementation of a whole of government trade and market development approach to grow the state's exports by managing and driving international growth opportunities.
- Support in the delivery of the Wine Export Diversification Program, Wine Exporters China Re-Engagement Support Package and DSD's offshore wine related events across multiple markets and sales channels.



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- Work openly and collaboratively as part of the Food & Wine Exports team and wider Trade and International Markets teams to ensure all wine projects are strategically aligned to increase the number of new exporters in international markets and to help expand the export footprint for existing exporters.
- Establish and manage effective working relationships with key internal and external stakeholders including working proactively with businesses in the wine sector by consulting, negotiating and liaising to grow South Australian exports in targeted international markets.
- Provide a high level of professionalism when representing the South Australian Government nationally and internationally, contributing to across government projects in partnership with other government representatives to deliver significant export initiatives for South Australia.
- Prepare high quality comprehensive reports, including tracking commercial outcomes, briefings and Ministerial responses relating to projects, companies, future directions and risks to South Australian wine trade and market development, both domestically and internationally.
- Employ formal and informal systems for actively gathering feedback from stakeholders, comparing project outcomes against strategies/targets and identifying and incorporating any learnings into business processes and future projects.
- Uphold the DSD Customer Service Principles and Service Standards in the provision of high quality, consistent and professional service to our customers through being responsive, knowledgeable, timely and respectful in all interactions.

### The Capabilities You Will Bring (key competencies)

#### Essential Technical Experience and Knowledge:

- Strong project management skills and experience to develop and deliver strategic trade projects and activities supporting wine exporters.
- Significant experience in international trade development and exports for the wine industry, including knowledge of South Australian wine producers and exporters and experience working with international markets including off-shore posts, importers, trade and other key overseas contacts.
- In-depth understanding of the wine sector in South Australia including the major issues, trends, developments, and their implications to future directions, market access and international trade.
- Experience working with marketing teams to support the development of messaging and assets for the South Australian wine sector, including experience developing and delivering trade activities and events.
- An up-to-date knowledge of government administrative processes including budget, procurement, information and records management with the ability to support the Department in the effective development and delivery of briefings, high level documents and ministerial responses.

#### Personal Skills:

- Strong stakeholder engagement skills, building cohesive networks with DSD international offices, international trade, South Australian wine producers and exporters, logistics providers, government, industry stakeholders and international DSD departments.
- A high degree of organisational skills, effective time management and attention to detail to support the DSD international network to deliver wine projects and initiatives.
- Works collaboratively and effectively with internal DSD departments to achieve shared objectives, particularly International Markets and the offshore office network.
- Exercises tact and discretion in dealing with politically sensitive and complex issues, showing sensitivity and responding appropriately to the different social/cultural and organisational backgrounds of

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stakeholders while understanding the different culture of industry and the private sector when incorporating into business processes.

### Qualifications:

- Essential: Wine sector experience is essential
- Desirable: Formal training in project management, export and international trade, international business, communications and event management will be highly regarded.

### Reporting / Working Relationships

- Reports to: Manager Food and Wine Exports.
- Direct Reports: Nil.
- Works with:
  - Senior staff in the Department and other state agencies
  - Representatives in the Food and Wine Exports and Trade and International areas

### About Us

The Department of State Development is the South Australian Government's lead economic development agency.

Our mission is to drive sustainable economic growth in South Australia by increasing industrial and workforce capability, capacity, collaboration and resilience. We take pride in hiring the right people for the right jobs and offer an attractive, flexible workplace.

For more information about our agency, please visit:

[Department of State Development | statedevelopment.sa.gov.au](http://Department of State Development | statedevelopment.sa.gov.au)

### DSD Working Conditions

- Compliance with Government legislation, Code of Ethics for the SA Public Sector, DSD policies and procedures, including ethical / accountable resources and information management, WHS and injury management, risk management, and the access / equity / diversity strategies of the public sector.
- Out of hours work may be required.
- Intra state and interstate travel may be required.
- The incumbent may be assigned to another position at this remuneration level or equivalent, including across teams in this Agency.
- The incumbent will be required to maintain a safe working environment by adopting appropriate hazard management practices consistent with the role.
- The successful applicants will be required to demonstrate they have undergone appropriate assessment prior to being employed
  - National Police Check (NPC)
  - General Employment Probity Check (DHS)
  - Working with Children Check (DHS)
  - Baseline Vetting
  - Negative Vetting 1