

## Senior Research Officer (Agriculture) – DAFF – Tokyo, December 2023

<b>AGENCY</b>	Department of Agriculture, Fisheries and Forestry
<b>POSITION NUMBER</b>	TK031
<b>POSITION TITLE</b>	Senior Research Officer (Agriculture)
<b>CLASSIFICATION</b>	LE6
<b>SECTION</b>	Agriculture
<b>REPORTS TO (TITLE)</b>	Counsellor (Agriculture)

### ABOUT THE DEPARTMENT OF AGRICULTURE, FISHERIES AND FORESTRY

The Australian Department of Agriculture, Fisheries and Forestry's role is to develop and implement policies and programs that ensure Australia's agricultural, fisheries, food and forestry industries remain competitive, profitable, and sustainable. The Department has a network of overseas officers to help maintain and expand market access for Australia's agricultural exports and to manage the agricultural relationship with key trading partners.

The department works closely with DFAT, Austrade and other Australian government agencies as part of a whole of government approach in pursuit of Australia's global, regional, and bilateral interests.

### About the Position

The Senior Research Officer undertakes high level liaison and coordination with relevant Japanese government officials and industry representatives to better understand Japan's agricultural policies, processes and legislation. The position will undertake research and analyses of complex issues in order to provide strategic advice to Embassy staff and key stakeholders on critical matters affecting the Japan-Australia bilateral agriculture relationship.

The position also assists the Counsellor (Agriculture) in making representations to the Japanese Government on Australia's position on agriculture, forestry, fisheries, and food issues, and undertakes high-level two-way translations and interpretive functions as required.

### The key responsibilities of the position include, but are not limited to:

- Undertake research into complex matters and analyse information (including relevant government regulations) for strategic use by the Department of Agriculture, Fisheries and Forestry both at post and in Australia.
- Deliver high-level technical advice to the Counsellor (Agriculture), embassy staff and key stakeholders on agriculture, fisheries, forestry and food issues and policies (including trade-related matters).
- Establish, develop, and sustain strategic contacts, including within relevant Government Ministries, the Diet, business circles, universities, research institutes, producer organisations, industry organisations and media to progress key priorities and monitor appropriate policy environments.
- Prepare and provide complex advice and analysis for reports, briefings and cables on developments in Japan's bilateral trade with Australia in agricultural, forestry, fisheries and food products, as well as on developments and policies in Japanese domestic agriculture, forestry and fisheries.
- Monitor, identify and report on changes in laws, regulations and government policy in Japan which may have an impact on Australia's agricultural, forestry, fisheries, and food trade with Japan.

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- Monitor and provide advice on Japanese food safety requirements and standards for agriculture, forestry and fishery products and processed food entering/seeking entry to the Japanese market.
  - Accompany the Counsellor (Agriculture), Australian Government officials and business people on calls to government ministries, bilateral cooperation activities, Diet members and Japanese business and commercial contacts and participate in meetings as required.
  - Represent and promote views of the Embassy and the department at meetings and functions.
  - Provide high-level interpreting and translation services for the Counsellor (Agriculture) and others including senior visitors from Australia during meetings, seminars, and lectures.
  - Assist in arranging and supporting the visits of government and industry delegations, managing the Agriculture office at the Australian Embassy, and collaborate closely with colleagues in Austrade and other sections of the Embassy.

### Knowledge/Skills/Experience

- Well-developed research, analytical and reporting skills, as well as sound judgement is essential.
- High level interpreting and translation skills that require both broad experience and specific subject matter knowledge.
- Ability to develop a wide range of key contacts within Japanese government and industry.
- High-level understanding of Japanese bureaucracy and Japanese business practices.
- Ability to work as a member of a team with strong interpersonal communication, liaison, and negotiation skills.
- An understanding of the Japanese agricultural, forestry and fisheries industries and trade policies would be an advantage.