



## **Oxford Farming Conference Council Application Form 2020 - 2022**

The Oxford Farming Conference (OFC) is a charity and a limited company. The conference itself, which runs in early January every year, has become ever more high-profile within the farming industry, but more importantly to wider audiences and stakeholders. The OFC's mission is to 'Inform, Challenge and Inspire'.

The conference is designed and run by the OFC Council, a secretariat team and a marketing professional.

The OFC Council is made up of 10 voluntary directors, one of whom is the treasurer. With the exception of the treasurer, each director serves a three-year term. In other words, the make-up of the Council changes every year, with three new directors joining and three retiring. Its members are drawn from a range of agricultural, agri-business, land management and food industry areas.

The chairmanship of the OFC changes each year too, with the Chairman being chosen by the Council from among the three directors serving their third year.

The annual report and accounts can be downloaded [here](#)

The OFC is a charity with a remit to educate and transfer knowledge in the agricultural sector. As part of our charitable undertakings, the OFC sponsors young people to attend the conference, to travel overseas and it seeks to develop emerging leaders. The OFC has also partnered other organisations in the sector on specific initiatives, including a debate at the Royal Highland Show.

### **The requirements of an OFC Director**

The OFC seeks three new directors annually, one of whom will take the role of Chairman of the OFC in their third year as a director. The positions are wholly honorary but reasonable expenses are reimbursed.

We are now inviting expressions of interest for joining the Council for the 2020-2022 conferences; applicants **MUST** have attended the conference in the past for their application to be considered.

Those selected as members will be invited to attend one Council meeting in November 2018 and one teleconference in December 2018 (prior to formal appointment) and will then be expected to attend approximately eight Council meetings each year (some are teleconference meetings) and the Oxford Farming Conference itself for their three-year term in office. Heavy use of IT is made (documents are shared through Dropbox, for example).

In addition to meetings, the time commitment expected of directors is expected to be 1-2 days per month, perhaps more depending on particular responsibilities taken on. The time commitment of the Chairman is considerably greater.

Successful candidates will be expected to attend the 2019 Conference (3-5 January 2019). Reasonable accommodation and travel expenses will be paid (full details of the expenses policy can be obtained from the secretariat by emailing [info@ofc.org.uk](mailto:info@ofc.org.uk)).

The Council, as a team, needs a breadth of experience across the public, private, voluntary and non-governmental sectors in the agri-food and land management areas. Every year we will select applicants based on their skills, contacts and also their complement to the directors already on Council.

Core skills and attributes that we seek from Directors are –

Team Player	Track record in working as a key player as part of a team.
Organisational Ability	A well organised individual who can manage their business or employment along with the commitment of being a Director of OFC and other responsibilities.
Time Management	The ability to respond to internal and external communications in a timely manner, meeting deadlines and keeping appointments.
Communication	Effective written and verbal communication skills.
Commercial Skills	The ability to understand budgets, profit and loss, set prices and other business management skills.
Leadership	Demonstration of ability in leading a business, team, sector, or community.
I.T. Skills	Ability to use email and other basic I.T. systems effectively.

In addition, we are particularly interested in individuals who can demonstrate two or more of the following:

Innovation	A track record of successful innovation or adoption of innovation in agriculture or horticulture.
Policy	Experience of developing agricultural policies and strategy.
Media	Highly effective media skills.
Network	Broad and effective network of contacts across the public, private and academic sectors. International agriculture, food chain, and political contacts.
Creativity	Creative ideas and concepts for the future development of the OFC.

Your availability to travel to meetings, and your ability to give the time needed to the organisation of the conference, reading pre-board meeting minutes etc. is vital.

More information about the Conference is available at [www.ofc.org.uk](http://www.ofc.org.uk) and more details about the Council can be obtained from the Secretary on 0845 6520 945 or email [info@ofc.org.uk](mailto:info@ofc.org.uk). The Secretary will also supply contact details for directors should you wish to talk through the role in more detail.



If you are interested in being considered for appointment to the Council please provide evidence of any of the above areas of expertise on the attached form and attach a copy of your CV.

The closing date for 2020 – 2022 Council applications is 5pm on Friday 18 May 2018.

### **Interviews**

Interviews will be held on Tuesday 12 June 2018. We will be in touch with shortlisted candidates by Friday 01 June 2018 to let them know when and where the interviews will be held.

## APPLICATION

*The OFC believes creating an inclusive and diverse culture supports the attraction of talented people, improves effectiveness and enhances the success of OFC. While criteria such as gender or ethnicity are important, we also value diversity of experience, skills, knowledge and expertise, as can be seen by the existing members of our Council listed on our website. Our Board brings together people with different experience and backgrounds, and sometimes divergent opinions, but with shared goals.*

A copy of the Oxford Farming Conference Volunteers' Handbook, can be obtained from the Secretariat.

**Email to:** [info@ofc.org.uk](mailto:info@ofc.org.uk) by 5pm on Friday 18 May 2018.

Name:

Address:

Tel:

Mobile:

Email:

Please outline your current professional/industry/voluntary roles:

Please give details of your expertise and achievements under each relevant heading. **Please attach your CV (on no more than two sides of A4) and a recent photograph.**

- 1. In which years have you attended the Oxford Farming Conference (OFC)?*
- 2. What are the three main reasons you attend the OFC?*
- 3. What is your motivation for wishing to become a Director of the OFC?*
- 4. For each of the core skills and attributes outlined below, please outline one example from your employment, business or voluntary experience which demonstrates how you meet each criteria area.*

<i>Team Player</i>	
<i>Organisational Ability</i>	
<i>Time Management</i>	
<i>Communication</i>	
<i>Commercial Skills</i>	
<i>Leadership</i>	
<i>I.T. Skills</i>	

5. From the other key areas that OFC is looking for in a Director, please choose from

- Adopting or developing innovation in agriculture
- Developing policy
- Highly effective media skills
- Broad and effective networks
- Creative ideas and concepts for the future of OFC

Please describe your experience in **two** of these key areas. Please explain what this experience could bring to the future development of the OFC.



6. *Which three things would you like to change at OFC and why?*
  
  
  
  
  
  
  
  
  
  
7. *Which speaker did you find most inspiring at the Conference in recent years?  
Please also explain why.*
  
  
  
  
  
  
  
  
  
  
8. *How will you meet the time commitment required for being a Director of the OFC  
with your other commitments?*