



## Director Application: 2027 – 2029

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 *'Include, Challenge and Inspire'*.

The conference is designed and run by the OFC Council, a secretariat, events and AV team, and a marketing professional agency. You can view the Council at [www.ofc.org.uk](http://www.ofc.org.uk)

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. The make-up of the Council therefore 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 from the website by [clicking 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 supports young people, those who face social and economic barriers, and future agricultural and rural leaders to attend the conference and offers a bursary program to first-time attendees.

### The requirements of an OFC Director

We are now inviting expressions of interest to join the Council for the 2027 – 2029 conferences. Candidates are expected to have attended at least one OFC, either in-person or online. Positions are wholly honorary but reasonable expenses are reimbursed.

Those selected will be invited to attend and observe a Council meeting on 3 December 2025 in Oxford, in-person essential (prior to formal appointment in January 2026 at the conference)

They will then be required to attend approximately ten Council meetings each year (some are online meetings), the Oxford Farming Conference itself and a range of online adhoc and sub-group meetings, to help drive the conference agenda and logistics. Candidates need to consider their career and personal commitments over this three-year time frame to ensure they can commit to the council meetings.

Heavy use of IT is made (documents are shared through Teams, for example).

In addition to meetings, the time commitment expected of Directors is estimated on average to be 3 days per month, perhaps more depending on particular responsibilities taken on. The time commitment of the Chairman is considerably greater. Your availability to travel to meetings, and your ability to give the time needed to the organisation of the conference, reading board meeting minutes, etc, is vital, but we also use online platforms to ensure participation is as inclusive as possible.

Successful candidates will be expected to attend the 2026 Conference (7 – 9 January), before being formally appointed as a Director, at the close of the Conference. Reasonable accommodation and travel expenses

will be paid (full details of the expenses policy can be obtained from the secretariat by emailing [secretariat@ofc.org.uk](mailto:secretariat@ofc.org.uk)).

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 Secretariat on 01507 602427 or email [secretariat@ofc.org.uk](mailto:secretariat@ofc.org.uk). The Secretariat will also supply contact details for Directors should you wish to talk through the role in more detail.

The closing date for 2027 – 2029 Council applications is **5pm on Wednesday 25 June 2025**

## Interviews

We will score applications against the Candidate profile shown below and will be in touch with shortlisted candidates by mid-July to arrange interviews, which will be held online the week commencing 11 August 2025. We will only seek references from shortlisted candidates.

Appointments will be confirmed at the OFC Council meeting in September and successful applicants will be notified after this. **Successful applicants will be expected to keep their appointment confidential until confirmed via a press announcement in September.**

## Candidate Profile

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, including conflict resolution and negotiation skills.
Organisational Ability	A well organised individual with good administrative abilities, 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.
Project Management	Being confident in the application of processes, methods, skills, knowledge and experience to achieve specific project objectives.
Communication	Effective written and verbal communication skills, including in stakeholder management and/or public speaking.
Commercial Skills	The ability to understand budgets, profit and loss, set prices and other business management skills. Fundraising and sponsorship skills are particularly welcome.
Inclusive Leadership	Demonstration of ability in leading a business, team, sector, or community.
I.T. Skills	Ability to use Teams and other I.T. systems effectively.
Network	Broad network of contacts, established or growing industry profile, and a willingness to expand your network for the benefit of the Conference

OFC wishes to appoint a diverse range of directors from a wide range of backgrounds and skills. We welcome applications from all communities.

This year, in addition, we are interested in individuals who can demonstrate skills in one or more of the following areas:

Farmers	We seek to have a balance of production sectors represented on the Council and this year would be particularly interested to hear from those directly farming anywhere within the UK.
Business development	Experience of pursuing strategic opportunities for a particular business or organization, for example by cultivating partnerships or other commercial relationships.
Policy and Governmental Affairs	A good understanding of political and governmental priorities for the industry. Experience directly working with policy, and governmental officials would be a benefit.
Governance and board/ committee experience	Experience of developing and implementing governance processes in charitable or private sectors and being well-versed in the workings of organisational boards or committees. In addition, a good understanding of sponsorship and fundraising approaches would be welcomed.

## Diversity and Inclusion

The OFC believes creating an inclusive and diverse culture supports the attraction of talented people, improves effectiveness, and enhances the success of OFC. We value diversity of experience, skills, knowledge and expertise, as well as gender, race and socio-economic background, as can be seen by the existing members of our Council listed on our website.

Our Board brings together people with different experiences and backgrounds, and sometimes divergent opinions, but with shared goals. Whilst we have set out here the main criteria that we are looking for, applications are welcome from all individuals who want to contribute to the future of the Conference and the farming industry – please do not feel that you have to ‘tick every box’ to be considered.

All of our Council members are available to speak with anyone who may wish to find out more about the roles.

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

## APPLICATION FORM

**Please complete this form and attach it with your CV (on no more than two sides of A4), and email both to: [secretariat@ofc.org.uk](mailto:secretariat@ofc.org.uk) by 5pm on Wednesday 25 June 2025**

Your Name:	
Address:	
Tel:	
Mobile:	
Email:	

**1. What are the three main reasons why you believe people should attend the OFC?**

1	
2	
3	

**2. What is your motivation for wishing to become a Director of the OFC?**

**3. For each of the core skills and attributes (described above), please outline one example from your employment, business or voluntary experience which demonstrates how you meet each criteria area.**

Team Player	
Organisational Ability	
Time Management	
Project Management	
Communication	
Commercial Skills	
Inclusive Leadership	
I.T. Skills	
Network	

**4. From the other key skills that OFC is looking for in a Director, please choose from the following.**

1	Governance & board/ committee experience
2	Business development
3	Science/Research
4	Farmers - environment, dairy, pigs, beef, sheep, poultry, fresh produce
5	Other

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

1.

2.

**5. Which three things would you like to change about the Conference and why?**

1	
2	
3	

**6. Which speaker did you find most inspiring at the Conference in recent years? Please also explain why.**

**7. What is the single biggest issue facing UK farmers at the current time, and how should OFC focus on it and offer solutions?**

**8. How will you meet the time commitment required for being a Director of the OFC with your other commitments?**

**9. Before making an appointment to the Council we undertake due diligence on each candidate. Is there anything you feel that we should be aware of regarding your suitability to be a Director of the OFC?**

**10. Please supply the names and contact details for two references:**

<b>Referee 1</b>	
Name	
Email	
Phone No	
Association to you	

<b>Referee 2</b>	
Name	
Email	
Phone No	
Association to you	

**Please complete this form and attach it with your CV (on no more than two sides of A4), and email both to: [secretariat@ofc.org.uk](mailto:secretariat@ofc.org.uk) by 5pm on Wednesday 25<sup>th</sup> June 2025.**