Job Description

**Source Material Manager** – Riversun

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| Job Title | **Source Material Manager** - Riversun |
| Role Purpose | The purpose of the role is to actively manage the day to day source material operations of the company including growing, maintenance, and sourcing of high health raw materials in order to meet grafting production requirements. The position holder will need to develop technical plant husbandry knowledge relevant to the viticulture industry.  |
| Reporting Relationships | The role reports directly to the Field Operations ManagerThe role will manage permanent/seasonal staff and contractors to assist with Source Material Operations. The role will work in collaboration with all Area ManagersThe role is expected to work collegially with other Riversun staff. |
| Remuneration and Review | The remuneration for the role will be determined by the competence and skill set of the job holder and set by negotiation. Performance reviews for this role will be carried out by the Field Operations Manager in accordance with Riversun policies.  |
| Authorities | The role has authority to:* Represent Riversun when requested and within delegated authority
* Make purchases as required
* With approval from the Field Operations Manager, Recruit, manage and discipline staff in compliance with the current legislation and in accordance with Company standard operating procedures, values and strategies.
* Manage day to day production activities in accordance with Riversun NZ standard operating procedures, company values statement and company strategies.
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| Key Results Areas | **Manage Source Material Operations*** Responsibility for the technical aspects of block management in consultation with the Field Operations Manager, to advise

the Source Material team, with the aim of optimizing plant & soil health and overall vine recoveries * Pest & Disease – monitoring plan, in field checks, ensuring the investigation of issues is conducted in a timely manner and recommendations discussed with Management
* Work closely with the Field Operations Manager to Develop and implement plans on activities related to Source Material Operations, including but not limited to, labour strategy, planting, cultivation, irrigation, pesticide application, plant management, harvesting and environmental restoration, Carbon Zero reduction and the company’s sustainability goal.
* Ensure the Companies HACCP program, NZGGS, NZGAP and KPPS certifications are effectively managed and maintained through the adherence to Standard Operating Procedures across all Source Material sites
* Ensure accuracy in data gathering and data entry. Maintaining traceability of material through all processes
* Assist in training, coaching and supervising staff for assigned activities
* Ensure that plant machinery and utilities are well maintained
* Ensure Riversun is a cost effective, high quality producer by constantly evaluating growing processes and equipment, and seeking continuous improvement
* Provide input/advice on systems, processes and standard operating procedures to assess, monitor, diagnose and treat insect, disease, physiological and environmental conditions of all Source Material crops
* Plant growth and wellbeing is monitored and actively managed to achieve the highest quality standards and meet sales and dispatch deadlines
* Liaise with Sales regarding variety and volume requirements for Rootstock and Scionwood to in order to meet client orders
* The sourcing of both rootstock and scionwood material within Company Source blocks, local and external, to fulfill production requirements.
* Grower liaison, setting up contracts to secure material both locally and within New Zealand as required.
* Ensuring that materials harvested cover volume and size profile percentages in conjunction with Scheduling Manager for matching at Grafting
* Ensuring that materials are virus tested in liaison with the Lab to ensure high health status of material prior to harvesting of material.

**People Management and Administration**Where relevant: - * Work to build an effective and efficient team through positive motivation, support, and leadership.
* A positive attitude towards Health, Safety, and Environment is developed, managed, and maintained, and an environment of continuous, but appropriate, improvement is fostered. Health, Safety, and Environmental issues and problems are effectively investigated, managed, and reported on.
* Ensure there are appropriate staffing levels, skills, and behavioral competencies in the team to deliver on required outcomes.
* Guidelines and policies for staff to operate under are set, clearly communicated, managed and maintained. Any deviances to rules and regulations are dealt with in an appropriate manner according to Company rules and regulations.
* From time to time perform other duties within other areas of the company which the Employer may reasonably expect the Employee to perform as the needs of the Employer dictate.

**Sustainability - Guiding Principals*** At all times, your focus will be on working to maximize soil, plant and environmental health. In striving for this goal you will be supported not only by our viticulture and nursery production team, but also by our science team in sister company laboratory (Linnaeus), where we have access to the very latest in molecular diagnostic tools.
* We firmly believe in the principle of “no measurement, no management” – hence our use of leading edge science and technology, working hand in hand with world class plantsmanship.
* An unwavering passion for excellence. You will have used this quality to guide your other great passion – wanting to make the horticultural/ viticultural and wider agricultural world a better place- one which enriches, rather than diminishes, the land and future generations.
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