



Australian Government
Australian Centre for
International Agricultural Research



**Job
information
pack**



Executive Level 2 Research Program Manager

Make a difference in the world. Work at ACIAR

Position Number:	0096
Classification:	Executive Level 2
Branch:	Research
Location:	From July 2025, ACIAR headquarters will move to Barton, ACT
Employment Type:	Non-ongoing opportunity for up to 5 years

Support us to grow food efficiently, improve human nutrition, empower women and girls, reduce poverty, and manage natural resources sustainably.

The Australian Centre for International Agricultural Research (ACIAR) is a statutory agency within the Australian Government's Foreign Affairs and Trade Portfolio. It operates under the *Australian Centre for International Agricultural Research Act 1982*.

ACIAR invests in collaborative research and knowledge-sharing partnerships to improve the livelihoods and resilience of smallholder farming, fishing and forestry communities in Africa, South Asia and the Indo-Pacific. We work with governments and institutions to grow food more efficiently, increase food system resilience, improve human nutrition, empower women and girls, reduce poverty, and manage natural resources sustainably. Our partnerships prioritise economic, social and environmental benefits for partner countries, and contribute to the development of our international and Australian partner institutions' research, policy and leadership capabilities. Further information on our current projects, programs and priorities can be found at <https://www.aciar.gov.au/>.

While ACIAR is supportive of flexible working arrangements, this position requires face-to-face contact at our headquarters in Canberra.

About this exciting opportunity

ACIAR is a small agency with a domestic and international focus. It comprises three branches: Research, Partnerships and Corporate.

The Africa-Australia Partnership for Climate Responsive Agriculture (AAPCRA) Research Program Manager reports to the Research Director and will have responsibility for the design, delivery and monitoring of AAPCRA related research investments and collaborating in the design and review process of other Research Programs. Working closely with the Research Director, Research Program Managers (RPM) and Director Capacity Development the AAPCRA RPM ensures that ACIAR's research and capacity development investments align and deliver on the objectives and ambition of this program. Led by ACIAR, the AAPCRA program will improve smallholder farmer access to climate-smart innovations and safeguard food production as the impacts of climate change become more severe across Africa. AAPCRA aims to also empower African research organisations to respond to this intrinsic threat through capacity development initiatives and work with policymakers to plan climate-responsive agriculture into the future. Under the ACIAR-DFAT Record of Understanding, ACIAR will expand its work in Africa into the north and west of the continent. The AAPCRA RPM will be responsible for leading this expansion.

The AAPCRA RPM position is responsible for commissioning, co-developing and managing a coherent portfolio of capacity development and research-for-development projects, primarily in North and West Africa, aligned

with the overarching design document for the AAPCRA program. ACIAR Investments within AAPCRA will typically involve partnerships that link the innovation systems and capacity in Australia with those in Africa, bringing together partners in universities, public research and development agencies, and the private sector.

The position of RPM is a key part of ACIAR's distinctive partnership brokering model of capacity development and research investment in developing countries. The AAPCRA RPM will work collaboratively and constructively with internal partners from all Branches of the agency. In particular in the design of the AAPCRA program the AAPCRA RPM will work closely with the ACIAR Africa team and across Research Programs, Capacity Development and Impact and Learning to facilitate the appropriate capacity and experience from within ACIAR to participate in, and in some case lead, the design and implementation of investment opportunities within the AAPCRA program.

The AAPCRA RPM will also have responsibility in supporting the Partnerships Branch of ACIAR in managing the relationships, communications and the delivery of reporting obligations with DFAT (Posts in Africa and Desk in Canberra). This position will ensure alignment of AAPCRA activities/projects with DFAT and ACIAR M&E processes (as per the AAPCRA M&E framework), lead DFAT annual reporting requirements, supporting communications (both within and beyond the Australian government agencies), and ensure efficient use and justification of AAPCRA funds.

The AAPCRA RPM will ensure technical excellence and efficiency in design and implementation of projects, and capture opportunities for cross-program and cross-organisation synergies.

We are seeking a senior research leader with significant experience in research and capacity development in Africa who can lead the establishment and delivery of the Capacity Development and Research Program of AAPCRA, primarily in North and West Africa.

The position is based at our headquarters in Canberra with international travel required approximately six (6) times per year.

DUTIES INCLUDE

The Research Program Manager will be responsible for managing the AAPCRA program and contributing to delivery of the ACIAR 10 Year Strategy through the following duties:

1. Support the process of prioritisation and development of investment opportunities across research and capacity development based on the approved AAPCRA design document, partner country priorities in North and West Africa.
2. In response to investment priorities allocated to the Program, facilitate the development, review, implementation, monitoring and evaluation of a program of activities including:
 - identifying and conceiving original, innovative and high-quality research projects and capacity development initiatives that effectively respond to partner country priorities;
 - brokering research and capacity development partnerships and managing the preparation and assessment of investment proposals;
 - developing the scientific and technical basis of contracts for approved projects;
 - ensuring alignment of investments with the approved AAPCRA design principles and templates;
 - coordinating and monitoring progress of implementation of the investments by collaborating agencies; and
 - analysing and evaluating the results of research and capacity development in programs and projects and working in collaboration with others in Research and Capacity Development and with the

Partnership Branch of ACIAR to identify opportunities for capacity development, extension and outreach initiatives.

3. Ensure high quality and consistent adherence to ACIAR policies, procedures and systems, operating within the legislative framework and the requirements of the Australian Public Service. Provide expertise and support in market scanning for research and capacity development related procurement activities.
4. Maximise the potential contribution of project findings to development outcomes through effective and innovative impact pathways by identifying next and end-users of the research results and facilitating the appropriate communication of the outputs of ACIAR projects.
5. Contribute to the future strategic direction of ACIAR's research and investments in Africa, that aligns with both AAPCRA and ACIAR geographies.

Eligibility

- **Australian Citizenship** - our successful candidate must be an Australian citizen.
- **Security clearance** - our successful candidate will be required to obtain and maintain a Baseline security clearance.
- **Mandatory Qualifications/experience** - our successful candidate will possess graduate, postgraduate qualifications and/or 10 years of experience in a field relevant to climate resilient agriculture in water constrained environments and / or the intersection of human and environmental systems.

Contact

After reading this "*Information Pack*" should you require additional information you are encouraged to contact ACIAR@dfp.com.au or 1300 384 442.

What you'll need to excel in these challenging roles (*selection criteria*)

Our successful Research Program Manager will possess:

1. Demonstrated experience in managing and overseeing a diverse portfolio of investments, ensuring alignment with the strategic direction of ACIAR, partner country priorities, and leveraging comparative advantages.
2. Demonstrated experience in research for development in Africa, particularly in North and West Africa.
3. A proven history of contributing to strategic research and capacity development direction through insights gained from current and past investments, partnerships, and understanding of international agricultural research landscapes.
4. Established track record in facilitating the design and execution of research and capacity development initiatives, including brokering international research partnerships to deliver impactful investments.
5. Demonstrated ability to maximize the development impact of research findings, utilising innovative pathways, and effectively communicating results to end-users, including representation at international forums.
6. Proven competency in managing procurement processes, budgeting, financial management, and reporting in line with organisational policies and standards.
7. Demonstrated leadership in mentoring program support staff and research officers, adhering to organisational agreements, policies, and legislation.

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8. Be responsible for effective and efficient expenditure to maximise impact of ACIAR's investment in the research program in line with Government (both Australian and partner country) requirements.
 9. Establish, evolve and maintain robust networks with research institutions within Australia and in partner countries and their innovation partners across value chains and in local communities that support research initiatives.
 10. Provide expert advice as required to ACIAR and Australian government bodies on emerging trends, opportunities, and challenges aligned with the research program in agricultural research in Africa.

What we need from you

Tell us in 1000 words or less why you are the right person, what you can offer, and how your skills, knowledge, experience, and qualification are relevant to the role. Please note there are two options for uploading your pitch; you can input your pitch into the covering letter textbox or upload as an attachment (PDF preferred).

Try not to duplicate information that can already be found in your resume but do highlight any specific examples or achievements that will demonstrate your ability to perform the role. Please attach a concise resume (PDF preferred) which clearly outlines your work experience, educational qualifications, and relevant skills.

Please also provide two referees who can attest and validate your credentials and suitability for the role.

NB: All ACIAR employees demonstrate a commitment to the APS Code of Conduct and Values, as well as to workplace diversity and workplace health and safety. It is also expected that ACIAR employees will have appropriate cross-cultural sensitivities.