



Company Description

Business Information Point has been helping people start and stay in business throughout the South West for over 20 years. Since setting up as a non-profit enterprise agency in 1993, we have worked tirelessly to support self-employed individuals, small businesses, and farmers with our blend of practical, down-to-earth advice and interactive workshops.

Being able to advise, support and inspire people to develop and grow sustainable and profitable businesses is what gets us up in the morning. Our mission is to passionately deliver the most accessible business support services in the South West, empowering people to start and grow financially sustainable businesses.

We also believe we're a great place to work, with an opportunity to be part of a small, dedicated, and friendly team based on the doorstep of the picturesque Dartmoor National Park.

Find out more about us - www.businessinfopoint.co.uk

Job Description

BIP are seeking an experienced advisor to work with farm businesses across the Southwest in a variety of projects including:

- Supporting farm businesses in West Devon & South Hams to use innovative practices and approaches to maximise their potential and productivity. The advisor will be working directly and intensively with farmers who are open to and enthusiastic about embracing new ideas and opportunities to develop their farm's unique business potential.
- Supporting farmers and landowners to navigate the Agricultural Transition and to understand and engage with new and updated farming and funding opportunities such as Countryside Stewardship, Sustainable Farming Initiative and Rural England Prosperity Fund, among others.

You will be required to deliver tailored 1-2-1 support, be able to identify and respond to individual farm business needs and offer advice, signposting and appropriate information and assistance. This may include the use of established tools such as business analysis tools, BPS reduction and SFI calculators, Environmental and Innovation planning tools, and Carbon Audit tools.

Benefits

We highly value everyone's contribution and dedication to their work so in addition to your annual salary of **£34,000**, we also offer the following benefits:

- **Annual leave:** Enjoy a well-earned break, with a generous 24 days paid holiday (plus bank holidays). That works out over 6 weeks leave on average every year.
- **Flexibility:** Skip the commute and work from home.
- **Pension:** Join the 'People's Pension' auto-enrolment pension scheme' and we will contribute 3% of your salary to your pension pot (on top of your 5%).

You should meet these requirements

- Experienced agricultural business advisor
- Able to engage positively and work independently on a one-to-one basis with farmers and land managers
- An excellent knowledge of farming in the Southwest
- Knowledgeable and experienced in environmental land management schemes
- Well-connected within the agricultural community and supply chain
- Self-motivated and able to organise time and work under own initiative
- Industry-recognised qualifications (FACTS, BASIS Soil & Water, BASIS Conservation Management etc.) or a willingness to work towards qualification
- Good presentation skills, with the confidence, ability, experience and willingness to deliver group training sessions and workshops
- Excellent communication skills; able to build quickly a good rapport with colleagues and clients
- Confident in using IT, with a secure knowledge of Microsoft office, preferably Office 365 and SharePoint
- Organised and efficient time management skills
- Full driving licence is essential

Your responsibilities will include

- Supporting the Agricultural Contracts Manager in the delivery of contracts
- Planning, holding and recording details of one-to-one meetings with farmers and land managers in connection with their business challenges, changes and next steps
- Preparation and delivery of workshops to groups of farmers, in person and online, given relevant expertise
- Assisting the wider BIP team in working with and provision of advice to the farming community and to promote the service of workshops and advice.
- Keeping up to date with changes in Agricultural Policy

- Completing and returning project paperwork and follow-up reports from client meetings in a timely manner
- Keeping records to ensure ISO compliance.

Conditions

- The post is homeworking based with flexible working including some evenings. You will be required to attend the BIP office in Okehampton on occasion.
- Salary £34,000 p.a. paid monthly in arrears.
- We are an equal opportunities employer
- Fixed term contract position, available until end March 2025.
- This position is full time but part-time will be considered
- There will be a 3-month probationary period, during which time a bespoke training plan will be undertaken with the successful candidate
- The successful candidate will be responsible to the Agricultural Contracts Manager

Reference ID:

Job Type: Full-time, Fixed-Term

Application deadline: