



Transition Advocate or advisory group member

Candidate Information Package

The Australian Parliament has passed legislation to end the export of live sheep by sea on 1 May 2028. The Government has set out a [transition plan](#) to support the phase out of live sheep exports by sea. The plan includes a role called a Transition Advocate.

This information package sets out information to assist candidates to apply for the role of the Transition Advocate that the Minister for Agriculture, Fisheries and Forestry, the Hon Julie Collins MP (Minister) may decide to appoint. The Minister may also decide to appoint a small advisory group to support a Transition Advocate.

Candidates may indicate interest either for the Transition Advocate role, and/or to become a member of an advisory group in the event one is established.

This package sets out the:

- context
- role
- workplan requirement
- reporting arrangements
- time commitments and support
- knowledge and eligibility requirements
- selection criteria
- selection process and timeline for commencement.

1 Context

In 2023, the Australian Government appointed an independent panel to provide advice to Government on how and when the Government should phase out live sheep exports by sea. From March to October 2023, the panel met with over 2,000 people and received over 4,100 submissions and survey responses.

The panel provided its report [Independent Panel Report: Phase Out of Live Sheep Exports by Sea](#) to the Government on 25 October 2023. The panel recommended a position called a Transition Advocate be created to monitor transition initiatives and provide advice (recommendation 26).

The [Government response](#) to the recommendations was released on 11 May 2024 together with a transition plan for how the live sheep phase out policy would be implemented. The Government's transition plan includes:

- the implementation of the election commitment based on independent advice
- the provision of certainty and time for the transition through a legislated end date to the trade on 1 May 2028
- \$139.7 million in assistance for sheep producers, supply chain businesses and communities to transition away from the trade (for more information about the initiatives within the transition assistance package please see the [transition plan implementation approach](#))
- support for the implementation of recommendations through existing government policies and initiatives in key areas like labour and competition
- ongoing management of and measures to enhance sheep standards, including regulatory requirements for live sheep by sea exports remaining in place while trade continues until 1 May 2028.

The Government supported the panel's recommendation and agreed to appoint a Transition Advocate to facilitate 2-way communication between industry and government, provide information to industry about the transition plan and support, and provide advice to government on how the transition is progressing. The Transition Advocate will be involved with the stocktake in 2026–27 to provide an assessment of the transition progress.

The Government has allocated \$1.7 million to establish the role and support its administration.

More information is available at: www.agriculture.gov.au/live-sheep-phase-out.

2 Role

The panel highlighted that good communication is fundamental to achieving a successful transition and will contribute to certainty for all stakeholders. A Transition Advocate forms part of the Government's transition plan that there is appropriate oversight and consultation to support the implementation of the phase out.

Transparency, communication and engagement will be important aspects of a Transition Advocate's role as part of a broader strategy to provide confidence for affected people, business and communities in the sheep supply chain to take action to transition away from live sheep exports by sea.

There is strong interest in the live sheep phase out policy and its implementation, primarily from the perspective of those in the live sheep export supply chain who are impacted by the policy decision. There is also strong interest from animal welfare groups.

The role of the Transition Advocate is to:

- support stakeholders in identifying and implementing strategies to ensure a smooth and successful transition
- facilitate 2-way communication between the sheep supply chain and government
- provide advice and recommendations to the minister on how the transition is progressing
- provide information to industry about the transition plan and assistance available
- work collaboratively with the Australian Government Department of Agriculture, Fisheries and Forestry (department) to facilitate ongoing engagement with industry, communities, and other stakeholders
- be part of a stocktake of transition progress in 2026–27, which will include an assessment of the effectiveness of the transition assistance package.

The Transition Advocate role does not include reconsideration of the legislated end date for the trade, nor the timeline for the transition.

The Transition Advocate (and any advisory group) is an advisory and facilitatory role and has no decision-making functions. Nevertheless, the Transition Advocate and any advisory group members are expected to take a prudent and active approach to fulfilling their role(s). Poor information and/or advice that the minister or others rely on could expose sheep supply chain participants and the Commonwealth to financial loss, legal action and reputational damage.

Further, appointment as the Transition Advocate or as an advisory group member is not intended to create a relationship of employment or agency with the Commonwealth. In this regard, the appointee(s) are not entitled to sick leave, annual leave or worker's compensation entitlements.

The Transition Advocate (and any advisory group members) should also not engage in any activities that, in the minister's opinion, conflicts, appears to conflict, or could conflict with the proper performance of their duties.

The appointee(s) may wish to consider taking out and maintaining relevant insurance (e.g. workers compensation, professional indemnity and public liability) for the duration of any appointment.

3 Workplan requirement

The Transition Advocate will prepare and submit for approval by the minister a rolling 12-month work plan of activities to fulfill their role within the allocated budget.

The workplan should be made up of activities to assist the current sheep supply chain to transition to a future without live sheep exports by sea, and to assess how the transition is occurring.

By way of example, the workplan may include the following types of activities:

- analyse and advise: collect and analyse evidence and feedback on the how the transition is progressing and provide advice to the Government
- facilitate connections: function as a strategic liaison point between organisations with relevant resources, expertise and networks to foster collaboration and support
- support navigation: provide guidance to stakeholders in accessing assistance, ensuring they understand processes involved
- share knowledge and insights: deliver communication strategies to share experiences about effective transition activities and support discussions on opportunities and barriers to the transition
- monitoring and evaluation: activities that will contribute to the stocktake in 2026–27 to provide an assessment of the transition progress.

4 Reporting

A Transition Advocate will report to the minister quarterly in writing and in person on a six -monthly basis. This may be informed by input from an advisory group (if appointed). The reports will cover activities of the Transition Advocate and an advisory group (if appointed), outcomes, risks and challenges.

The Transition Advocate can provide advice to the Government in accordance with its workplan or on an ad hoc basis.

The Transition Advocate may issue public statements from time to time. These will be published on the department's website and can also be published in a department subscription-based e - newsletter created to support information dissemination.

The Transition Advocate will be the sole approver of all reports, advice and public statements.

5 Time commitment and support

The minister may appoint a single Transition Advocate or a Transition Advocate with a small advisory group (e.g. 2-3 members).

- The term of appointment will be until 30 June 2029.
- If appointed as a single person, the role is expected to involve up to 80 days a year.
- If appointed with a supporting advisory group, the Transition Advocate role is expected to involve up to 40 days a year.
- If up to 3 advisory group members were appointed, they would be expected to each work for up to 25 days a year each. If more or less advisory group members were appointed the number of days of work each year would be less or more respectively.

The remuneration for the Transition Advocate would be between \$1,200-\$1,600 per day (GST exclusive) and advisory group members would be \$500-\$800 per day (GST exclusive). These appointments are guided by the Remuneration Tribunal determinations.

The role(s) are expected to involve travel as agreed in the workplan within Western Australia and occasionally to other locations in Australia. Travel arrangements will be in accordance with Tier 2 and other entitlements guided by [Remuneration Tribunal \(Official Travel\) Determination 2024](#). This includes business class travel within Australia and travel allowance rates if staying overnight on official business in different capital cities or country centres.

The Transition Advocate would be able to invite relevant government agencies and stakeholders to attend meetings and form working groups. It is expected that invited participants would pay for their time and own travel costs.

The Transition Advocate would be supported by a secretariat provided by the department. The secretariat would:

- assist the Transition Advocate to set its rolling 12-month workplan (see section 3) and compile reporting (see section 4)
- provide administrative support, including scheduling meetings, events and managing communications
- assist in developing monitoring and evaluation frameworks and processes, ensuring data collection and reporting are aligned with governmental standards and practices
- support the Transition Advocate with efficient and streamlined procurement, document development, and communications materials within its overall budget.

6 Knowledge and experience requirements

The appointed Transition Advocate and any advisory group members are required to have the expertise necessary to provide leadership within a significant transition process in the sheep supply chain, with a predominate focus on Western Australia.

People appointed must possess appropriate qualifications, skills or experience in one or more of the following areas.

- Operational expertise: in the sheep supply chain and/or agricultural systems including innovation experience and knowledge of regulatory systems. Experience in Western Australian agriculture is desirable.
- Stakeholder management: to manage relationships with a wide spectrum of stakeholders, including capacity to effectively communicate a vision and tangible actions clearly and persuasively.
- Change/transition management: to lead change and support people through transitions effectively, and consider influencing factors such as confidence, resistance and resilience.
- Strategic vision: to assist with sense making about current industry trends, identified opportunities and risk management requirements.
- Public administration: to understand the implementation, monitoring and evaluation of government policy, stakeholder engagement and providing advice to government.

7 Selection criteria

Candidates will be assessed against the following criteria:

- knowledge and experience in sheep supply chain and/or agriculture (or similar industry) to support structural adjustment transitions
- excellent engagement and communication skills and experience advising senior government, business and community leaders
- demonstrated ability to lead and support successful transitions, including fostering collaboration among stakeholders and addressing challenges proactively
- capacity to form constructive recommendations and find solutions in an environment of diverse positions
- located in Western Australia or able to spend significant amount of 'sitting days' in Western Australia
- no actual, perceived or potential conflict of interest (such as membership of other advisory committees or affiliation with beneficiaries of transition programs).

If an advisory group is appointed, there will need to be a mix of candidates to meet Government gender balance targets.

8 Application and selection process and timeline

Applications for the position of Transition Advocate or advisory group member should be submitted to livesheep.phaseout@aff.gov.au by 11.59pm AEDT Monday 16 December 2024 including the following:

- cover letter indicating why you are suitable for the role, having regard to the selection criteria, your approach to developing your workplan, and whether you are interested in the role of Transition Advocate and/or an advisory group member
- curriculum vitae
- completed and signed Private Interests Declaration (form on www.agriculture.gov.au/transition-advocate).

Applications will be collated by the department and presented to the minister for decision in accordance with standard government appointment processes (which may take a further 6-8 weeks). There may be a selection panel appointed who may call for interviews within that period.

Any preferred candidate will be approached to negotiate their terms of engagement and will be required to complete documentation provided at that time including: code of conduct, conflict of interest declaration, biographical details consent form, confidentiality deed poll, vendor creation form and statement by supplier form (ATO).

Following appointment, the Transition Advocate and any advisory group members would work together with the departmental secretariat to complete their first 12-month workplan for approval, and commence work once approved.