Employees Staff & Family

EMPLOYMENT

Working with family Defined roles in the business Succession planning Transitioning roles Professional development

COMMUNICATION

Farm meetings Toolbox meetings Extended family

STAFF RECRUITMENT

Interview, Induction, Training, Discipline, Discharge

HR

Farm wages Awards and conditions Full time, Casual, Part-time

FARM SAFETY

Policies Procedures Fire plans Employer obligations

COMPLIANCE

Record keeping

5 Cove Piscussion Topics

In the Office

SYSTEMS AND PROCEDURES

End of month Data backup Filing systems Paperless office

ACCOUNTING SOFTWARE

Agricultural Focus **Cashflow Management** Budgeting Single Touch Payroll

PADDOCK DATA

Yield mapping Record-keeping Carbon emission records

EFFICIENCY AND PRODUCTIVITY

Desktop vs. Laptop Android vs. Apple Tablet (e.g. iPad) in the tractor Wireless/Satellite/Mobile Wi-Fi in the home

WEBSITES AND APPS

Grain sales Wool markets HR

Beyond The Farm Business

FAMILY Managing home Food for families Staff on farm Scheduling holidays

BUSINESS

Off-farm investments

EDUCATION

Education options Secondary/boarding schools for Years 7-12 Tertiary education options Mentoring young adults returning full time to the farm

Business Management

BUDGETING Understanding budgets Scenario planning

BUSINESS PERFORMANCE

Benchmarking Enterprise analysis

CASHFLOW

Grants, GST, PAYG, Rebates, BAS

INSURANCE

Farm packs Personal/Income protection Workers' compensation Crop Livestock

FINANCE

Options Products

RETIREMENT PLANNING

Superannuation Succession planning

Enterprise Management

LIVESTOCK ENTERPRISE

Marketing Livestock sales Wool marketing Input management Production practices

CROPPING ENTERPRISE

Agronomy Grain marketing Input management Capital expenditure Grain sales Marketing plans Managing contracts Production history Diversification New market opportunities New varieties

OTHER

Diversification New technology Negotiating quotes Bulk buying Grants