

International Biodynamic Advisory Quality System

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Introduction and Vision

The International Quality System for Biodynamic Advisors aims to create transparency and a common basis for qualitative advisory work in biodynamics. We want to jointly form a network of national and international advisers who wish to strengthen and further develop the biodynamic movement. The advisers commit to the jointly agreed principles of the biodynamic advisory services by signing a charter. Quality assurance and quality development will be supported by the advisers' participation in regular reflection, evaluation and professional development.

Procedure

- o Agreement with the principles of the biodynamic advisory method – charter signed
- o Checking motivation and suitability – statement of motivation
- o Portfolio with competence profile and concept
- o Registration
 - o Entering documents on the website
 - o Check of submitted application and evidence
- o Setting up a profile on the website
- o Quality assurance and development through continuous self-reflection and professional development
- o Quality development review with at least two colleagues every three years and confirmation report for evaluation.
- o For the Demeter additional qualification, the quality development review is managed with at least 2 colleagues out of the quality system. The advice is reviewed and decided by a Qualification Committee. The minimum standards must be fulfilled and documented.

Charter

This charter presents the jointly agreed principles of the biodynamic advisory method. It is the basis of the quality system and deals with ethical matters such as transparency, respect, freedom of choice and confidentiality plus professional and personal dedication to the biodynamic movement. The charter was drawn up in 2015. The current version is from March 2019 and can be downloaded from the website of the Section for Agriculture.

Portfolio

The portfolio is the adviser's working tool and should be updated regularly, at least once a year. The portfolio provides a basis for the quality development review which takes place every three years. The portfolio contains three basic elements and a further element for the Demeter additional qualification:

Statement of purpose

In the statement of purpose the advisers express their motivation for the advisory work in the biodynamic field. The following points must be covered:

- o Active membership of a biodynamic association
- o Participation in regional, national or international conferences
- o Knowledge of Rudolf Steiner's Agricultural Course
- o Signed charter

Competence profile

The competency profile is based on the Curriculum Vitae with accompanying certificates and references. The competency profile also shows the skills in relation to biodynamic advisory work. The competency profile should be updated regularly, at least once a year.

Entry to the quality system requires a number of **minimum criteria**:

- o Practical experience in biodynamic agriculture (vocational training on a Demeter farm or experience as a biodynamic farmer)
- o AND vocational training in agriculture OR University degree in agronomy
- o OR comparable training or experience

Concept

The advisory concept – as a further element of the portfolio – covers the important points of the adviser's own advisory practice. It can contain the basic attitude and advisory practice, reference to theory, aims, methodology, communication method, contract process, feedback, evaluation, etc. The concept should be updated regularly, at least once a year.

Demeter additional qualification

This Demeter additional qualification can be acquired in addition to the international quality system for biodynamic advisory services. A Demeter qualification gives the possibility to do conversion advisory for Demeter certification. The basis for this is agreement with the "vision, mission, principles and values" of Demeter International. Additionally, Demeter International's specified minimum standards must also be fulfilled. This is verified through the quality development meeting and documentation and decided by the Qualification

Committee. The acquired Demeter additional qualification will be visible in the advisory database and on the Demeter International Website.

The minimum standards for the Demeter additional qualification

1. Professional skills

- o 5 years of practical experience in biodynamic agriculture, vocational training on a biodynamic farm
- o AND vocational training in agriculture OR University degree in agronomy
- o OR comparable training or experience

2. Knowledge on standard & conversion

- o In-depth knowledge of the relevant organic regulations and Demeter Standards of the country of origin and export.
- o In-depth knowledge of the Demeter International Standards

3. Conversion process skills

- o Ability to advise in specific situations on how the use of biodynamic preparations and other biodynamic practices can be sustainably integrated in the farm.
- o Ability to analyse the initial situation in relation to the Demeter International Standards, taking also into account the relevant Organic Regulation
- o Ability to clearly formulate and communicate in writing the steps required for the conversion.

The verification is carried out by means of quality development review and documentation (certificates, references, documentation of successful conversions) to the Qualification Committee

Registration process

Registration is carried out on the website of the Section for Agriculture / Thematic Areas / Advisory. Users obtain the information for joining and for the procedure for the international quality system for biodynamic advisory services. After successfully uploading the necessary documents, these will be checked and the user will be notified by e-mail. If registration is successful, the profile will be enabled for completion. After completion, the profile will be enabled on the website and can be seen in the search panel of biodynamic advisory services. The profile should be updated regularly, but at least once a year. A quality development meeting with at least two colleagues takes place every three years to guarantee and further develop the quality of the biodynamic advisory service, so ensuring the creation of transparency and trust.

Quality assurance and quality development

High quality biodynamic advisory work can be provided through continuous self-reflection and periodic professional development. By evaluating and critically examining our own activity and working methods it is possible to identify gaps in knowledge and enhance our individual development. Questions to assist with self-reflection are given in the appendix. Based on this self-reflection, the portfolio should be updated regularly at least once a year. The support questions also form a basis for the quality development meeting with colleagues. A further optional method to provide support in this process is the "buddy-

principle". This involves support from an (experienced) professional colleague so that questions and challenges can be discussed more regularly than once per 3 years.

Quality development review

The quality development review is based on the portfolio and the questions for self-reflection. As the key element of the international quality system for biodynamic advisory services, the quality development review takes place every three years. The review will be conducted with 2 colleagues, the organisation of the meeting is the responsibility of the advisor. The confirmation report produced from the quality development review can be submitted online.

Demeter additional qualification

For the Demeter additional qualification, the quality development review is managed with at least 2 colleagues from the quality system and decided by the Qualification Committee. The compulsory minimum standards are also reviewed within this framework and the documentation submitted.

-Test phase until autumn 2019-

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Section for agriculture at the Goetheanum in collaboration with Demeter International