

Job Title: Livestock Supervisor

SALARY	£21,900 per annum
HOURS	40 per week, to include regular weekends and Bank Holidays
REPORTS TO	Land & Livestock Manager
REPORTING TO THIS POSITION	Livestock Assistants & Volunteers
JOB PURPOSE (Overall Objectives)	
<p>Reporting directly to the Livestock Manager, the appointee will:</p> <ul style="list-style-type: none"> • Assist the Livestock Manager in the day to day running of the Farm • Supervise casual staff and volunteers, ensuring high levels of health & safety, hygiene and animal welfare. • Work closely with other departments to create a welcoming, fun and educational environment for visitors of all ages and backgrounds. • Work closely with other departments Managers to preserve and maintain grounds, walkways, pastures, hedging, fencing and gardens. 	
ANIMAL MANAGEMENT	
<ul style="list-style-type: none"> • Assist in the day to day care of the Farm's animals, ensuring the highest levels of animal welfare and husbandry. • Support the Land & Livestock Manager to ensure that the Farm maintains a varied mix of animals in order to maximise welfare, visitor experience, educational opportunities and income generation. • Work with the Livestock Manager to develop, improve and maintain animal enclosures and pastures using available resources. • Ensure the husbandry and welfare standards of Farm Animals are 'best practice' and comply with requirements of the local authority and APHA accordingly. • Help to develop and maintain a focus on rare breed livestock. 	
CUSTOMER SERVICE	
<ul style="list-style-type: none"> • Deal with customer queries in line with Farm's complaints policy. • Organise resources to ensure a visible staff/volunteer presence during peak visitor times. • Assist with the planning and provision of events, visits, open days etc. • Work closely with other staff to maximise visitor enjoyment and increase awareness of the Farm's charitable objectives. 	
EDUCATION	
<ul style="list-style-type: none"> • Contribute to the Farm's educational and outreach programmes, helping to maximise volunteering and educational opportunities for people of all ages and abilities, including children and adults with special needs. • Play an active part in offering and supporting on and off-site activities including in tours and talks, enclosure signage and the incubator scheme. • Supervise and assist volunteers and work experience staff, ensuring that they are able to meet personal objectives and learn new skills. 	

HEALTH & SAFETY

- Play an active part in ensuring that all Livestock areas are safe and that all relevant paperwork (i.e. risk assessments) are kept up to date.
- Ensure that volunteers are fully aware of and comply to health and safety guidelines.
- Keep all work areas clean and tidy.
- Identify visitor accessibility issues around the site and work with other staff to address these.

COMMUNICATION

- Actively participate in regular team meetings – providing positive and constructive feedback and ideas on all aspects of the Farm's work.
- Answer any queries promptly and professionally, including answering the telephones and email correspondence.
- Promote the Farm in a positive manner at all times, both internally and externally (e.g. with suppliers, colleagues, at meetings, events or in the media).
- Act as a point of contact for all livestock related matters, working with staff to resolve problems and ensure facilities are open and accessible to the public.
- Share relevant knowledge about animal welfare and/or husbandry techniques with colleagues and volunteers.

STAFF & VOLUNTEER MANAGEMENT

- Supervise and coordinate volunteers and part time/casual staff to ensure a high standard of safety and animal welfare.
- Make qualified operational decisions in the absence of the Livestock Manager.
- Work closely with other staff to ensure compliance with key policies, including Equal Opportunities and Safeguarding.

FINANCE & ADMINISTRATION

- Help to monitor department spending and minimize wastage.
- Work with the Livestock Manager to identify new ways of increasing revenue streams and donations to the farm.
- Assist the Livestock Manager in ensuring that all livestock records and inventories are accurate and comply with relevant legislation (e.g. drugs and medical supplies, health, breeding and movement records).

GENERAL

- React to unexpected operational challenges in a calm, efficient and professional manner.
- Represent and deputise for the Livestock Manager as required.
- Promote environmental sustainability in all areas of responsibility.
- Carry out any other duties that may arise which are appropriate to the role.

Personal Specification

	ESSENTIAL	DESIRABLE
QUALIFICATIONS	<ul style="list-style-type: none"> Minimum NVQ Level 2 or equivalent qualification in Animal Care/Agriculture 	<ul style="list-style-type: none"> Additional Practical/academic qualifications in livestock related areas
WORK RELATED EXPERIENCE	<ul style="list-style-type: none"> At least 1 years practical experience of working with livestock. Experience of working with young people. Experience of Health and Safety, including risk assessment and maintenance management 	<ul style="list-style-type: none"> Experience of working in a community farm. Experience of working with adults and children with physical and/or learning disabilities.
KNOWLEDGE & SKILLS	<ul style="list-style-type: none"> Good numeracy, literacy and IT skills, with the ability to keep accurate records. Experience of working with and supervising volunteers and young people. 	<ul style="list-style-type: none"> Knowledge of fundraising and income generation. Competent in all aspects of DIY Knowledge of Safeguarding and Equal Opportunities legislation. Staff management experience.
PERSONAL QUALITIES	<ul style="list-style-type: none"> Excellent communication A positive team player Able to work weekends and flexible to the needs of the job. A creative, open and innovative approach to working with people, particularly those who experience disadvantage and inequality. 	
OTHER	<ul style="list-style-type: none"> Full clean driving license Consent to an enhanced DBS Able to meet the physical requirements of the role. 	<ul style="list-style-type: none"> Qualified First aider

How to Apply

Closing Date: midnight on Sunday 31st July 2022

To apply please email your CV and covering letter detailing how you meet the requirements of the role to Maria Day, Livestock Manager at mariaday@deencityfarm.co.uk.

Only shortlisted candidates will be contacted. Please note that the successful applicant will be asked to undertake a DBS check.