

|  |
| --- |
| **Herdsperson** |

|  |  |
| --- | --- |
| **Reporting to:** | Herd Manager |
| **Working Hours:** | Full Time |
| **Salary:** | £24,596 - £27,769 per annum & accommodation |
| **Position Code:** | PC S5 |
| **Annual Leave:** | 26 electable days and 8 statutory days |

**Job Purpose**

The herdsperson will be part of the 3-person team playing a key role in the day to day operation of the 280 cow college dairy herd. This position will have focus on herd health, milking routine and the rearing of all associated young stock. Contributing to the wider farming operation when necessary is a key requirement.

**Duties and responsibilities of the job**

1. **Main Duties**

|  |
| --- |
| 1. Implement the agreed Strategy for the College’s Dairy Unit to a high standard. |
| 1. Carry out daily husbandry tasks relevant to dairy cattle and young stock including milking, feeding, stock health tasks, record keeping, movement, weighing and selection. |
| 1. Assist the Dairy Unit Manager to ensure adequate stock levels, biosecurity, maintenance and tidiness of the equipment, machinery and premises relating to the dairy Unit. |
| 1. Ensure the highest standards of cow health and welfare are in place to demonstrate best practice including mobility, fertility and nutrition. |
| 1. Supervise students on routine duties and assist with the preparation and delivery of practical classes. |
| 1. To adhere to the college professional standards of behaviour and set the best example to students. Ensure good student discipline at all times during their time at the college farm. |
| 1. To carry out the feeding of the herd using a TMR feeder wagon. |
| 1. Maintain effective communication with staff and attend meetings when required. |
| 1. Adhere to the College's Safety Policy ensuring that appropriate standards are maintained. |
| 1. Participate in farm development planning. |
| 1. Work as a team with farm staff and staff from other departments to ensure the smooth running of the College Estate. |
| 1. Participate in an annual appraisal of performance as laid down in the agreed guidelines. |
| 1. Undertake staff development appropriate to the needs of the College and that identified by the appraisal process. |
| 1. Undertake any other reasonable duties from time to time as requested by the Farm Manager, Principal or Senior Management. |

1. **Continuous Professional Development**

|  |
| --- |
| a. Participate in staff development activities to support Continuous Professional Development (CPD) and keep a Professional Development Portfolio (PDP) to evidence personal development and impact on practice. |
| b. Actively participate in the college performance management processes, including appraisals to support personal and professional development and enhance student experience. |

**Qualifications / Skills / Knowledge / Qualities**

At Plumpton College we are:

* Ambitious and Progressive
* Enterprising
* Professional
* Passionate about everything we do
* Supportive

|  |
| --- |
| **Essential criteria for the post** |
| Must have previous experience with working on a dairy unit. |
| Must have excellent cattle husbandry skills and a proven track record of maintaining high welfare standards. |
| Must be competent in foot trimming. |
| Must be able to keep accurate records. |
| Must have specific experience of working with cattle, milking and feeding. |
| Clear verbal communication skills to enable the smooth running of the unit and support for students. |
| Must hold a tele handler certificate |
| An ability to be self-managed and work alone from time to time. |
| High professional standards in work and behaviour. |
|  |
| **Desirable criteria for the post** |
| Ideally an understanding of the *Interherd* recording system or a willingness to learn. |
| Competency with a TMR feeder. |
| Some previous teaching / instructing experience. |
| Artificial insemination certificate. |
| Transport of livestock certificate (short journeys). |

**CONDITIONS OF EMPLOYMENT**

**Working Hours**

Basic working hours are from 0500hrs to 1730hrs in a shift pattern of 11 days on and three off. Some flexibility will be required to meet the needs of the business. This is an all year round post. There will be some evening and weekend working required to support department and whole college events where there will be a requirement to attend.

**Annual Leave**

The holiday year is from 1 September - 31 August each year. The annual leave entitlement for this role is 26 working days, 8 bank holidays and efficiency days as stipulated by the Senior Management Team. Annual leave is bookable subject to business needs and should be planned and agreed with your Manager. Annual leave sheets will be available from the start of the new holiday year (1 September).

**Continuous Professional Development (CPD)**

This post will be entitled to CPD for updating, personal and professional development. All CPD must be planned, agreed and booked with your Line Manager.

**Benefits**

The candidate appointed to the post will automatically become a member of the LGPS Scheme and pay contributions as determined by annual salary levels. The pension scheme includes life assurance cover, and the College will also pay a contribution towards your pension. There is also free car parking and a competitively priced dining room service.

**Equality and Diversity**

Plumpton College is committed to the promotion of equal opportunities and is dedicated to pursuing non-discriminatory policies and practices and eliminating unfair discrimination on any basis. This means that no job applicant will receive less favourable treatment than another on grounds of gender, marital status, age, racial origin, disability, sexual orientation or political or religious beliefs.

**Criminal Record Check via the Disclosure Procedure**

The Rehabilitation of Offenders Act 1974 gives individuals the right not to disclose details of certain old offences when asked about their criminal record as they may be defined as ‘spent’.  There are exemptions to this if the individual is offered a post which involves contact with children or regular work at an establishment exclusively or mainly for children.

The post you have applied for falls into this category and, therefore, requires a criminal background check.

If a job offer is made, you will be asked to apply for a DBS Disclosure Certificate. The Disclosure Certificate will contain details of current and “spent” convictions, cautions, reprimands or warnings held on the Police National Computer, excluding certain specified old and minor offences.

The DBS Disclosure will also indicate whether information is held on government faculty lists of those individuals who are barred from working with children or vulnerable adults (if applicable).

The post-holder cannot begin employment with the College until the DBS Disclosure Certificate is received and considered by the Principal