



Farm Manager	
Reporting to:	Deputy Principal
Working Hours:	Full time
Salary:	Up to £55,000
Position Code:	PC M3
Annual Leave:	26 electable days, 8 statutory days and up to 5 efficiency closure days at Christmas

Job Purpose

To plan, manage and monitor the activities of the College farm to ensure it delivers outstanding educational, financial, agricultural and environmental performance. The Farm Manager will lead a team of staff in the operational management of dairy, beef, sheep, pig and arable enterprises, working closely with the Curriculum Manager for the College's Agriculture students as well as a number of key external stakeholders from across the farming sector.

The Farm Manager plays an active role within the college's Operational Management Team to ensure the integration of the farm into the overall fabric of the college. Due to the nature of the role the Farm Manager lives onsite and accommodation is provided by the college.

Duties and responsibilities of the job

1. Main Duties

a.	Working closely with the Senior Management Team lead the strategic direction of the farm. In doing so, maintain currency with related technology, legislation, funding structures and emerging sector trends to ensure the continued alignment of the farm to modern best practice agriculture.
b.	Accountability for legislative compliance for all aspects of the farm and act as the main contact for external bodies such as DEFRA, EA, Natural England etc.
c.	Devise operational objectives and KPIs for the performance of each farm enterprise and produce action plans to ensure these are achieved.
d.	Jointly manage the relationship and collaboration between the Farm team and the Agriculture curriculum team to maximise the opportunities for student's engagement and learning on the farm whilst also ensuring that this is appropriate to their level of study and to enable all students to be inspired and equipped with the necessary skills, knowledge and mind-set to be highly successful in their future careers.
e.	Ensure that accurate timely data from all aspects of the farm enterprise KPIs and finances are available for teaching staff and students to integrate into their day to day practices

f.	Enhance the environmental sustainability of the farm against agreed parameters relating to carbon and methane emissions and the enhancement of natural capital.
g.	Run weekly farm manager updates with students to ensure all are aware of and have the opportunity to contribute to the decision making relating to the day to day operations of the college farm
h.	Collaborate with the Agriculture curriculum team to provide a holistic range of practical opportunities for students whilst also ensuring commercial profitability. As part of this, prepare and present operational and financial performance reports to College Governors and the SMT.
i.	Manage farm budgets against agreed income and expenditure targets and ensure College resources are deployed effectively and efficiently so that the college farm is run as a profitable business. As part of this, maximise the use of external grant funding opportunities and manage the appointment of external contractors
j.	Lead and manage the farm team in line with college policies ensuring all aspects of roles and responsibilities are adhered to. Maintain this through effective communication, induction, monitoring, appraisal and performance management of staff.
k.	Act as a Safety Manager in accordance with the college's Health and Safety Policy ensuring that best practice within health and safety is embedding into all farm operations. Lead on risk assessments and ensure a robust assurance process is in place, including sampling and regular testing.
l.	Act as custodian for all farm resources and the farmed estate ensuring that appropriate systems are in place to ensure appropriate use, ensuring that bio-security procedures are followed by all farm users and the professional presentation of the farm at all times.
m.	Manage leases and agreements for farm land with external stakeholders. As part of this maintain an awareness and appraisal of local land opportunities.
n.	Produce, implement and monitor plans for the College's inclusion in environmental and wider subsidy schemes.
o.	Liaise with key organisations to ensure the College farm profile is enhanced within the local and wider community.
p.	In agreement with the Deputy Principal, act as project manager for farm-based developments.
q.	Working closely with other college managers contribute to the coordination and provision of livestock for College representation at external shows and to maintain an agreed supply of meat to the college's retail outlets.
r.	Play an active role in wider college activities ensuring integration with other teams across the college to ensure that the profile, awareness and accessibility of the farm is maximised within the college.
s.	Contribute to cross college and curricular-based forums as part of the college quality management procedures and governance arrangements
t.	Contribute to the practical activities on the farm at busy times of the year.
u.	Engage in and lead your team in annual technical updating and staff development opportunities to ensure the continued development of the college farm maintains its currency and status at the forefront of industry opportunities, innovation and best practice
v.	Undertake any reasonable duties from time to time as requested by the Senior Management Team.

2. Continuous Professional Development

a.	Actively participate in the personal annual appraisal process.
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| b. Undertake staff development appropriate to the needs of the College in addition to any development needs identified through the appraisal process. |
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3. Other responsibilities and duties

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| a. Attend and represent the College at sector specific groups to maintain sector knowledge and professional awareness of developments in the field of digital learning and learning technology. |
| b. Adhere to appropriate College policies including (but not limited to) data protection, safeguarding, equity & diversity, and health and safety. |
| c. Undertake any further duties commensurate with the grade and responsibilities of the post as allocated by the Senior Management Team. |

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
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| a. Previous experience at Farm Management level with demonstrable achievement and awareness of sector best practice and different farming practices (i.e. regenerative, organic etc). |
| b. Demonstrate experience of managing and/or leading a successful team |
| c. Proven ability in financial management and budget control |
| d. Be an excellent communicator with highly developed interpersonal and influencing skills |
| e. Demonstrable change management experience in a Farm Management capacity |
| f. Ability to implement the College Farm strategy and drive physical and financial performance in line with agreed targets key performance indicators |
| g. Proven ability to operate a strong Health and Safety culture within the working environment. |
| h. Hold or have the ability to attain IOSH Managing Safety qualification (or BSC equivalent) |
| i. Have effective problem-solving skills and resourceful by nature |
| j. Demonstrate evidence of raising and maintaining standards |
| k. Demonstrate a strong desire to work collaboratively as part of a high performing team |
| l. Educated to degree level within a relevant subject area |
| m. Experience of engaging with external agencies and contractors for specific operations |

Desirable criteria

a. Previous experience of working in an educational environment
b. Experience of land management agreements and tenancies
c. Ability to lead on increasing commercial revenue from added value activities
d. Teaching experience
e. Experience of mixed farm enterprises including livestock & arable operations

CONDITIONS OF EMPLOYMENT

Working Hours

Flexibility will be required to meet the needs of the business. This is an all year-round post. There will be evening and weekend working required to support the farm operation, as well as 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.

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.

Version Final

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.