

## **JOB DESCRIPTION - ASSISTANT FARM MANAGER**

The role would suit a person recently graduated, who is willing to learn on the job, under the guidance of the Farm Foreman and managing Agents. For the correct candidate, there will be opportunity available to develop their role and enhance knowledge and skills over time.

### Position overview:

In conjunction with the Farm Foreman, to plan and carry out the day to day operational aspects of the stock and grassland management, with the key objective being to maximise the productivity and profitability, without compromising the farms' sporting and environmental objectives, condition of the land, stock welfare or human resources. To understand the day to day operational aspects of the arable enterprise on a nearby farm under the same ownership, and to fulfil other objectives appropriate to the position as may be agreed from time to time.

### General Background:

The Business farms in total 517 ha of Moorland and 492 ha of SDA land on the County Durham/ Northumberland Border, all of which is in grassland/ heather moor. In addition, the owner runs a 348 ha arable farm some 9 miles away under a Contract Farming Agreement.

The Business runs a Herd of 50 Suckler Cows producing store cattle at 15-18 months of age. Additionally, there are two sheep flocks run across three farms, consisting of 765 Swale Ewes plus 180 Ewe Lambs, and 400 Mules plus 100 Ewe lambs. Offspring are sold for breeding, fat and store depending on the season.

The successful applicant will be working alongside the Farm Foreman to manage the overall livestock business reporting to the Lead Trustee and managing Agents.

A house and vehicle, plus other benefits would be available to the successful candidate.

## **KEY RESPONSIBILITIES**

### SHEEP FLOCK

In conjunction with the Farm Foreman, to maximise the productivity and profitability of the Sheep Enterprise without compromising the farm's sporting and environmental objectives and help ensure that stock health, and the health of the soil are maintained and where possible enhanced.

- Be responsible for the day to day management of all sheep husbandry matters reporting any issues/problems to management.



- To undertake the timely organisation and implementation of the main livestock priorities, including but not limited to lambing, weaning, feeding, housing, and maintaining the flock health status in conjunction with farm policies and Assurance Schemes.
- Contribute to the setting of farm policies, including, where appropriate, the development of the enterprise, the agreed key performance indicators and to understand the annual budget requirements in conjunction with management.
- Ensure all animal health treatments are used in accordance with the manufacturer's guidelines, specifically adhering to the outlined dose rate, stock suitability and associated withholding periods. Abide by safe handling practices when handling and administering all types of medication or other animal health products.
- To undertake all appropriate record keeping including but not limited to stock performance and live weights, animal diagnostics, stock tallies, rainfall, soil temperature, grass growth measurements, worm and pest monitoring, and a full and comprehensive daily diary.
- Attendance at any off-farm field days, discussion groups or further education as required for either personal or professional development, as agreed by management.

### CATTLE HERD

In conjunction with the Farm Foreman, to maximise the productivity and profitability of the Cattle Enterprise without compromising the farm's sporting and environmental objectives and help ensure that stock health, and the health of the soil are maintained and where possible enhanced.

- Be responsible for the day to day management of all cattle husbandry matters reporting any issues/problems to management.
- To undertake the timely organisation and implementation of the main livestock priorities, including but not limited to calving, weaning, feeding, housing, maintaining the Premium Cattle Health Scheme status and TB and Johne's testing in conjunction with farm policies.
- Contribute to the setting of farm policies, including, where appropriate, the development of the enterprise, the agreed key performance indicators and to understand the annual budget requirements in conjunction with management.
- Ensure all animal health treatments are used in accordance with the manufacturer's guidelines, specifically adhering to the outlined dose rate, stock suitability and associated withholding periods. Abide by safe handling practices when handling and administering all types of medication or other animal health products.
- To undertake all appropriate record keeping including but not limited to stock performance and live weights, animal diagnostics, stock tallies, rainfall, soil temperature, grass growth measurements, worm and pest monitoring, and a full and comprehensive daily diary.
- Attendance at any off-farm field days, discussion groups or further education as required for either personal or professional development as agreed by management.



### GRASSLAND MANAGEMENT

In conjunction with the Farm Foreman, to maximise the productivity of grassland without compromising the farm's sporting and environmental objectives and help ensure that stock health, and the health of the soil are maintained and where possible enhanced.

- To be responsible for the day to day management of all matters of grass management reporting any issues/problems to management.
- To undertake the timely organisation and implementation of the main grassland priorities, including but not limited to spraying, fertilising, and alternative forage options in conjunction with farm policies.
- Contribute to the setting of farm policies, including, where appropriate, the development of the enterprise, the agreed key performance indicators and to understand the annual budget requirements in conjunction with management.
- If appropriate and subject to having the correct qualifications, ensure all agrochemical sprays and fertilisers are used in accordance with the manufacturer's guidelines, specifically adhering to the outlined dose and water application rate. Abide by safe handling practices when handling all types of agrochemical or nutritional product.
- To undertake all appropriate record keeping including but not limited to dates of field operations, application dates and quantities of product used, grass growth measurements, and a full and comprehensive daily diary.
- Attendance at any off-farm field days, discussion groups or further education as required for either personal or professional development as agreed by management.

### ARABLE ENTERPRISE

In conjunction with the Farm Foreman, to have an understanding of the day to day operational aspects of the arable enterprise on a nearby farm under the same ownership, and to ensure the management of this enterprise integrates with the livestock enterprises based on the main farm in relation to the provision of straw, utilisation of Farmyard Manures and the utilisation of the buildings on the arable farm.

- To ensure that the contractors undertake all appropriate record keeping including but not limited to dates of field operations, application dates and quantities of product used.

### BUSINESS MANAGEMENT, FINANCE AND MARKETING

In conjunction with the Lead Trustee, Managing Agents and Farm Foreman:

- Contribute to the farm policies and the annual development programmes of the enterprises.
- Ensure all Assurance Scheme requirements are adhered to and the correct compliance records kept.
- Actively participate in any team meetings relating to farming operations and produce information pertaining to the enterprises as required.



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## PERSONAL ATTRIBUTES

- Ability to contribute to a team environment, be a team player and add value to that team when required.
- Must be willing to take on responsibility, be confident at working independently under the guidance of the Farm Foreman.
- Must be well acquainted with the seasonal requirements of the key enterprises.
- Must be willing and eager to make the business grow successfully.
- Must have good observation and deduction skills and the ability to act appropriately when situations arise.
- Good communication skills (both oral and written) with the ability to express oneself clearly and offer an opinion able to be supported through discussion and debate.
- Able to take constructive direction in a positive manner.
- Good observational skills and a questioning nature, willing to challenge existing farm practices with supporting evidence, to observe a problem or potential opportunity, to think through the consequences and to offer suggestions.
- An understanding of the basic biology of stock, soils, and plants i.e. reproduction, growth, health, and so on.
- High personal standards – discipline, loyalty, honesty, and integrity. Must be tidy in the workplace.
- Show a high degree of time management skills.

## GENERAL

- Ensure that all machinery and equipment are maintained and operated safely and correctly.
- Must treat the employer's tools, equipment and vehicles with care and respect and ensure their security at all times.
- Willing to work with and take on advice from outside specialists.
- Willing to work alongside and communicate well with Gamekeepers and other Estate staff.
- Prepared to adapt new technology and adapt research findings to the farm situation.

## HEALTH & SAFETY

- To ensure that all work is carried out in a manner which complies with the requirements of the Health & Safety in Employment Act, its amendments and regulations and the Health & Safety Policies and Procedures of the property.