

## JOB DESCRIPTION

**Title of the post:** Farm Technician (Dairy)

**Department:** Farm (DVC Office)

**Reporting to:** Sector Leader

### Main Duties and Responsibilities

Future Farm technicians will perform the day-to-day operations of the Farm aligned to their specific sector. They will follow commercial best practice at all times, with a clear prioritization on the availability of facilities and resources to deliver educational and research needs as directed by the Sector Leader. For Sectors that manage livestock, the requirements will be aligned to the Animal Scientific Procedures Act 1986 (controlled under the Home Office), as a Research establishment and NOT as a commercial enterprise (controlled under DEFRA).

The main day-to-day operations of the Dairy Sector is summarized below. These activities are aligned to the Dairy, and only Technicians who have been trained will be expected to perform these activities. There will be the opportunities for individuals to upskill and train across other Sectors on the farm, as part of CPD or overtime. In addition, for non-skilled roles at the direction of the Farm Manager, Technicians may be required to work across sectors (e.g. cleaning, maintenance, etc.) when needed to support resilience in staffing across the whole Farm.

### Dairy Sector:

1. Undertake PIL ASPA training and adhere to all biosecurity requirements
2. Provide daily care of the herds. Identify and analyse problems. Resolve minor problems independently and escalate more serious problems to the Deputy or Sector Leader.
3. Maintain the accommodation and conditions for animals, ensuring that the highest standards for housekeeping are followed.
4. Monitor, record and report information including nutrition, breeding, genetics and animal health.
5. Maintain herd records including National Milk Records (NMR), the medicine book, health events and individual cow records.
6. Plan for and meet all necessary milk production standards. Carry out all practices needed to achieve a Bactoscan of less than 30 and somatic cell count of less than 200 throughout the year.
7. Ensure no milk quality failures, including antibiotic failures and excessive temperatures.
8. Monitor and record heat from observations and sensor readings. Ensure that cows are presented for service so as to maximise levels of herd fertility.

9. Work as part of a team to support research farm operations and the care of livestock.
10. Maintain performance and human and livestock welfare by ensuring that all activities, including milking, are carried efficiently and on time.
11. Prepare the Future farm for trial and experimental work and provide technical support for experimental work, data collection and collation, when required.
12. Identify problems with farm buildings, plant, equipment and vehicles. Resolve minor problems independently and escalate more serious problems to the appropriate person or team.
13. Prepare Future farm facilities for teaching sessions and short courses. Provide resources for academic staff. Directly supervise students on the farm and support the development of practical skills.
14. Assist with other farm duties necessary for the successful operation of the dairy enterprise.
15. All other duties and responsibilities commensurate with the post and the salary range of the grade.

### Personal Specification

	Essential	Desirable
Qualifications		<p>Formal qualifications in a relevant discipline</p> <p>Possession of a full driving license</p> <p>Rough terrain handler qualification</p>
Experience	Precious experience of milking and working with livestock.	<p>A thorough understanding of production in at least one of the sectors of the research farm</p> <p>Experience in the operation of farm machinery</p>
Knowledge & Skills	<p>An ability to work effectively individually and as part of a team</p> <p>An ability to take responsibility for allocated tasks and make sound decisions</p> <p>An ability to learn new skills</p>	

	<p>Motivation to work in a role that involves working with animals/crops</p> <p>Commitment to ensure the highest standards of livestock health and welfare (sector specific)</p> <p>Attention to detail and accurate record keeping</p> <p>Exceptionally high standards of housekeeping and hygiene</p>	
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## Conditions of Service

The national recommendations which have arisen from the negotiations between UCEA and the unions recognised at national level, the Joint Negotiating Committee for Higher Education Staff (JNCHES), directly affect the terms and conditions insofar as they have been adopted by the Board of Governors.

<b>Salary</b>	The commencing salary will be within the range £24,871 - £27,116 per annum. The point of entry will be dependent upon relevant qualifications and experience. Salaries are paid monthly, in arrears, by credit transfer on the 28 <sup>th</sup> day of the month.
<b>Contract Term</b>	This is a full-time permanent contract. The employment may be terminated during the course of the contract by either party giving 1 months' notice in writing.
<b>Hours of Work</b>	The routine working week is 37 hours over Monday to Sunday, inclusive. There may be a requirement for non-contractual overtime and time plus one half or time off in lieu may be allowed for agreed hours worked in excess of 37 per week. A rota for out of hours work for livestock sector Technicians is a requirement of the job to cover animal feeding, welfare checks and milking. This will be paid at time plus one half.
<b>Holidays</b>	The annual holiday entitlement is 22 working days, plus 8 University closure days and Bank Holidays. Annual holiday entitlement rises to 25 working days with 5 years' service. The holiday year runs from 1 August to 31 July and in the holiday year in which the employment commences or terminates the holiday entitlement will accrue on a pro-rata basis for each complete week of service. The timing of holidays is subject to the agreement of the Line Manager.
<b>Sick Leave</b>	During periods of certified sickness the post-holder will be eligible to receive sick pay in accordance with the University Sick Pay Policy. The payment of sick pay is subject to compliance with the University rules for the notification and verification of sickness absence, details of which will be provided to the successful applicant upon commencement of employment.
<b>Pension</b>	The post-holder will be entitled to join the Harper Adams Group Pension Scheme and details will be provided to the successful applicant upon commencement of employment. For existing employees, current arrangements will be continuous.
<b>Exclusivity of Service</b>	You are required to devote your full-time attention and abilities to your duties during working hours and to act in the best interests of the University at all times. Accordingly, you must not, without written consent of the University, undertake employment or engagement including external consultancy, which might interfere with the performance of your duties or conflict with the interests of the University.

It follows that, regardless of whether you are employed on a full-time or part-time contract, you are required to notify your line manager of any employment or engagement which you intend to undertake whilst in the employment of the University (including any such employment or engagement which commenced before your employment under this contract). Your line manager will then notify you within 10 working days whether such employment or engagement is prohibited.

**Criminal Convictions** The post involves the opportunity for access to children and young persons under the age of 18. For this reason, the University is entitled to consider any criminal convictions, cautions or impending case(s) that it considers to be relevant to this post.

The post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. This means that applicants are not entitled to withhold information about convictions which for other purposes are “spent” under the provisions of the Act.

Applicants must therefore complete the part of the application form declaring any criminal convictions and cautions from any court or police authority. The successful applicant will have to undergo a Disclosure and Barring service check before an appointment can be made.

### **Application Procedure:**

To apply for this vacancy please submit a current full Curriculum Vitae and supporting statement, which clearly highlights how your skills and experience match the requirements of the role.