JOB DESCRIPTION

Title of the post: Herdsperson (Permanent, Full-Time 45 hours per week)

Department: Farm (DVC Office)

Reporting to: Dairy Manager

Harper Adams University is a welcoming, forward-thinking community of over 600 employees working together to create real, lasting impact – ensuring that everyone, everywhere, can access sustainable food, land, and animal systems. Our work contributes directly to planetary health, animal welfare and ultimately human wellbeing. We're passionate about what we do – and about the people we do it with.

We are deeply committed to the wellbeing and development of our colleagues. Our annual employee survey consistently tells us that staff are proud to work here, feel trusted to do their jobs, and are supported by their managers. Our inclusive and empowering culture is one of the many reasons our people stay, grow, and thrive.

While our rural Shropshire campus remains central to who we are, our presence now extends to Telford – a town with a rich history of innovation and revolution, and a fitting symbol of our ever-evolving mission. This growing site strengthens our ties to the local region and reinforces our commitment to inclusive education and collaboration that reaches far beyond any single postcode. Our impact and reach are proudly regional, national and international.

We offer:

- A beautiful rural working environment
- Generous holiday allowance with the opportunity to purchase more
- Flexible, agile working opportunities
- On-campus retail, catering and gym facilities
- Free staff parking
- Corporate discounts at seven fitness centres in Telford and Wrekin
- Enhanced maternity and sickness benefits
- Disability Confident Employer status
- Employee Assistance Programme
- Cycle scheme supporter
- Workwear provided (where applicable)

Harper Adams is the UK's leading specialist institution serving the agri-food, animal wellbeing, engineering and land management sectors. We are a world-respected provider of industry-led education and research in food production and technology, animal health, environmental sustainability and sustainable business. Our work is grounded through partnerships – with more than 1,100 organisations in the UK and beyond – that fuel our research, shape our teaching, and deliver genuine impact.

We began life in 1901 as Harper Adams Agricultural College and became a university in 2012. Our Chancellor is Her Royal Highness The Princess Royal and our Vice-Chancellor, Professor Ken Sloan, joined us in 2021. Our rural campus near Newport in Shropshire is supported by a growing site in Telford, offering a range of housing options and excellent rail and road connections to the West Midlands and beyond. We've invested more than £50 million in our estate in the last decade – including leading-edge teaching, research and veterinary facilities, modern laboratories, and a purpose-built Veterinary Services Centre. Our commercial farm spans 494 hectares and plays an active role in our education, research, and knowledge exchange.

We are proud to be the UK's highest-ranked small specialist provider for the agri-food and animal wellbeing sectors, consistently delivering the largest cohort of graduates into these industries – with over 97 per cent going directly into employment. We currently welcome over 3,000 full- and part-time students across undergraduate and postgraduate courses, including subjects like agricultural engineering, veterinary nursing, business, land and property management, and veterinary medicine and surgery – the latter delivered through the Harper & Keele Veterinary School, established in 2020.

For further details about the University, please visit our website: http://www.harper-adams.ac.uk

Main Duties and Responsibilities

A key part of the dairy team, the Herdsperson focus on the care of the farm's High yielding 400 Holstiens which are milked through a 40-point GEA internal rotary 3 times a day following best principles of milk and dairy hygiene. Milking up to two shifts per day focused on clean milk production, with attention to detail. Capability of foot trimming or open to training, the ability to calve cows, as well as maintain accurate records, is also required.

The main day-to-day operation of the Dairy Sector is summarized below. These activities are aligned to the Dairy. There will be 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 in the direction of the Farm Manager, staff 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. Adhere to all biosecurity requirements

2. Provide daily care of the herds. Identify and analyze 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), medicine book, health events and individual cow records.

6. Plan for and meet all necessary milk production standards.

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 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 to support the health and welfare of the herd by ensuring that all activities, including milking, are carried out 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		Formal qualifications in a relevant discipline Possession of a full driving license Rough terrain handler qualification
Experience	Precious experience of milking and working with livestock.	A thorough understanding of production in at least one of the sectors of the research farm Experience in the operation of farm machinery
Knowledge & Skills	An ability to work effectively individually and as part of a team An ability to take responsibility for allocated tasks and make sound decisions An ability to learn new skills Motivation to work in a role that involves working with animals/crops Commitment to ensure the highest standards of livestock health and welfare (sector specific) Attention to detail and accurate record keeping Exceptionally high standards of housekeeping and hygiene	

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.

Salary The commencing salary will be within the range £35,700 to £38,749 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 28th day of the month.

Contract Term This is a full-time permanent contract. The employment may be terminated during the course of the contract by either party giving one month's notice in writing.

Hours of Work The routine working week is 45 hours over Monday to Sunday, inclusive. There may be a requirement for overtime working from time to time and time off in lieu may be allowed for agreed hours worked in excess of 45 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.

Holidays 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.

Sick Leave 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.

Pension 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.

Exclusivity of Service 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 The post involves the opportunity for access to children and young persons under the age of

Convictions

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:

Applications should be made by sending a full Curriculum Vitae and supporting statement, which clearly highlights how your skills and experience match the requirements of the role, to Jayne Weaver, Recruitment Advisor via email at vacancies@harper-adams.ac.uk by no later than midnight on 4 January 2027.

Candidates should ensure that they provide full details of the name, email address and telephone number of two referees, including present or most recent employer.

Should you require any assistance completing your application, please contact vacancies@harper-adams.ac.uk

Unfortunately, this role is not eligible for visa sponsorship in line with Home Office requirements. Candidates will therefore be unable to secure a Skilled Worker visa for this role and will require an alternative source of right to work in the UK.