LIVESTOCK OFFICER NORTH WILTSHIRE

**Job Description and Person Specification**

**Reports to:** Farm and Estate Manager

**Contract:** Permanent Full Time

**Hours:** 37.5 per week Monday to Sunday

**Based at::** Blakehill Farm, Leigh, Cricklade

**JOB PURPOSE:**

To have day to day responsibility for the operation of WWT’s northern conservation grazing units, to achieve the Trust’s conservation grazing objectives to support the recovery and protection of wildlife on our nature reserves.

**DIMENSIONS**

There is no budget responsibilities associated with this role. There is no line management responsibility with this role, but this role will provide direction to the Farm Worker.

**PRINCIPAL ACCOUNTABILITIES**

All aspects of farming operations related to livestock husbandry and the operation of a grazing livestock unit.

* Carry out and manage the day-to-day care of livestock, including feeding, bedding up, scraping out, calving, livestock sales and assisting with vet care.
* Carry out and manage the movement of livestock within and between sites.
* Maintaining livestock records using electronic and paper systems to ensure compliance with legal requirements.
* Ensuring all farm equipment and machinery is maintained and operated appropriately.
* Assisting with grassland restoration works including green hay work, haylage making, re-seeding and scrub management.
* Carrying out and assisting with routine land management tasks such as fencing and hedge cutting.
* Being the public face of our farming and conservation grazing operation in the north of the county. This will include ensuring that the farm premises, livestock units and landholdings are maintained to the highest standard consistent with good practice, and taking part in compliance visits for schemes such as Red Tractor.
* Supervising group visits to the farm such as education groups or Farm Cluster visits.
* Complying fully with the Trust’s policies and procedures.

**BACKGROUND**

The purpose of the livestock operation is to support the nature conservation objectives for each nature reserve. The Trust has two livestock bases in north Wiltshire; one at Blakehill Farm the other at Lower Moor Farm, which are overseen by a staff team consisting of a Farm Worker and Livestock Manager and supported by a Farm and Estates Administrator.

Livestock will be moved out from these two bases throughout the year to graze satellite sites and return for winter housing. In north Wiltshire (where this post is based) we currently maintain a herd of Belted Galloways at Lower Moor Farm and a mixed herd of cattle at Blakehill consisting of Beef Shorthorn and Aberdeen Angus. The northern sites will also support winter grazing of our Herdwick ewes and lambs.

**WORKING RELATIONSHIPS**

The post holder must retain the confidence of the Farm and Estate Manager ensuring that they are fully supported and are appraised of all key issues. They will have a close working relationship with the Farm Worker, Farm and Estate Administrator, North Conservation Lead and North Estate Officer.

The post holder will be an important part of the Conservation and Land Management (CLM) Department and contribute to the Department’s objectives.

**SAFEGUARDING**

Wiltshire Wildlife Trust is fully committed to safeguarding the welfare of all children, young people and adults at risk. All WWT staff will receive safeguarding training and must ensure that they comply with WWT’s safeguarding policy.

**EXPERIENCE, QUALIFICATIONS AND SKILLS REQUIRED**

|  |  |  |
| --- | --- | --- |
|  | Essential | Desirable |
| Education, Qualifications and Training | * Relevant livestock and land management experience. * Experience of operating and maintaining a range of farm machinery and equipment. | * Relevant land management qualification eg NVQ or ND in Agriculture or Farm Management. * Relevant training tickets/ qualifications e.g. tractor. telehandler, chainsaw, 1st aid * Livestock vet and med certificate. |
| Knowledge and Experience | * Experience of livestock management and handling. * Operation and maintenance of farm machinery and equipment. * Legal requirements relating to livestock husbandry and management and farm operations, including record keeping | * Knowledge / experience of delivering conservation grazing * Knowledge of administration of cattle and sheep medication. * Experience of preparing livestock for sale. * A good working knowledge of wildlife and habitats |
| Professional Skills | * Ability to work with livestock and farm machinery. * Team worker with ability to also work independently. * Ability to operate effectively as part of a wider professional organisation. * Ability to plan, prioritise, organise and manage time effectively. | * Ability to learn to use electronic livestock recording systems eg BCMS or Shearwells. |
| Personal Attributes | * Strong team player * Interest and values that align with the goals and ethos of a Wildlife Trust, including the objectives of conservation grazing and environmental protection |  |
| Additional Requirements | * A valid full UK driving licence. |  |

### Special Notes

This job description does not form a part of the contract of employment but indicates how that contract should be performed. The job description will be subject to periodic review and amendment in the light of experience and in consultation with the post holder. The post holder may be required to perform duties other than those in the job description for the post. The particular duties and responsibilities attached to the post may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and would not in themselves justify the re-evaluation of a post. In cases, however, where a permanent and substantial change in the duties of the post occurs, consistent with a higher level of responsibility, then the post would be eligible for re-evaluation.

**IVA Agreement** – The 48 hour limit on average weekly working hours imposed by the Working Time Regulations 1998 does not apply to this employment but this agreement will cease to have effect upon the expiry of 3 month’s written notice to WWT that the successful candidate wishes the limit to apply.

Notwithstanding the above, and in conjunction with the line manager, the post holder will be encouraged to take adequate rest by ensuring, where possible, that the 48 hour limit is not exceeded on average weekly hours. This includes ensuring that sufficient rest periods and rest breaks are taken in compliance with the Working Time Regulations 1998.