Farm Assistant

**Job description**

**Purpose:**

To support community members and others using the day service to achieve agreed goals during day activities on the farm and in the gardens in a meaningful and safe manner.

To work as part of the farm / garden teams in carrying out day-to-day activities and tasks on our farms.

**Main responsibilities:**

1. To implement organic farm practices as directed by your line Manager.

2. To carry out delegated day to day activities on the farms.

3. To ensure that meaningful work opportunities are provided to people we support and, where appropriate, support the obtaining of accredited qualifications and learning.

4. Ensure you work within the appropriate policies, procedures, practices and controls (identifying and putting in place any that are necessary for the farm or gardens) and that appropriate recording and reporting arrangements are used to support and evidence the meeting of CVT’s contractual and regulatory requirements, having particular regard to health and safety requirements.

5. Ensure that all people we support are supported according to their risk assessments and supported as appropriate to participate in and meaningfully contribute to, the workshop activity and have the opportunity to experience variety and progression.

6. Undertake such other tasks as required individually or with others to develop and maintain the high quality of service required to fulfil the vision of the community, including for example by actively participating in meetings and in relevant training and organising the workshop to support festivals.

7. To contribute to the health and wellbeing of the animals on the farm:

* To recognise illnesses and welfare issues on the farm and take the appropriate action where necessary. i.e inform your line manager or treat the condition if applicable.
* To check animals on a daily basis and report problems.
* To provide animal husbandry in line with British standards. This may include calving, lambing, trimming feet, tagging sheep and dealing with pests and diseases.

8. To contribute to the strategic discussions, as part of the land group.

9. Keep all appropriate records and information in an orderly manner and on a timely basis.

10. Work on a rota which will include working weekends and bank holidays and cover on nights during the lambing season.

**Person specification**

**Experience**

* Previous experience on an organic farm/holding is favourable.

**Qualifications**

* Reasonable general education (evidence of numeracy and literacy)

**Skills and knowledge**

* Protection of vulnerable adults.
* Working knowledge of health and safety.

**Abilities**

* Be able/flexible to work on weekends on a rota basis with farmers and volunteers.
* Ability to carry out physical work/manual labour.
* A desire to promote residents to do their work on the land in an inclusive way.
* Able to be sensitive, yet objective, about the needs of adults with learning difficulties.
* Able to understand and interpret relevant verbal and non-verbal communication.
* Good social and oral communication skills.
* Able to motivate and organise self and others.
* Flexible, with good problem-solving skills.
* Able to work independently when required and as a member of a team.
* Well organised, thorough and methodical
* Resourceful and able to show own initiative
* Demonstrate an interest in farming and working on the land.
* Effective verbal and written communication.
* Able to take responsibility for leading a group in particular gardening tasks. to be self motivated to work.

**Competencies**

You will be able to:

**1. Respecting others**

* React sensitively to other people and recognise different viewpoints, beliefs, values and opinions.
* Treat people we support and colleagues with respect, dignity, honesty and equality.
* Adapt your working style and level of support to an individual’s needs or wishes.

**2. Influential communication**

* Ensure Great Interactions are achieved by using a variety of communication techniques including language, tone and non-verbal behaviour.
* Listen actively and display enthusiasm in your communication.
* Use and present information in a manner which is persuasive, logical and understandable to the receiver.
* Write reports that communicate effectively.

**3. Facilitating success and improvement in self and others**

* Support individuals with learning disabilities to translate their aspirations or development needs into practical activities.
* Use encouragement, praise and appropriate direction as necessary.
* Support, motivate and inspire others to try new tasks or activities.
* Seek assistance appropriately and receive feedback from others.

**4. Results and quality focus**

* Complete work to a high standard, focussing on the needs of the people you support.
* Take personal responsibility for the quality of your work and be willing to ‘go the extra mile’.
* Look for continual improvement in your performance and in the performance of others.
* Work to agreed policies and procedures.

**5. Team working**

* Work cooperatively with colleagues and assist when they need support.
* Value the different contributions that people can make within a team.
* Work under pressure using own initiative, including lone working if required.
* Recognise when to ask for help and to involve a senior colleague.

**Other requirements**

* Driving licence (desirable). Not more than 3 points.
* Tractor Licence (desirable)
* Satisfactory enhanced plus (adults) disclosure.