



GLYNWOOD

Center for Regional Food and Farming

Job Posting

Job Title: Assistant Livestock Manager

Reports To: Farm Manager, Livestock Operation

FLSA Exemption Status: Non Exempt

Position Type: Regular, Full-time

Regular Hours: M-F, 7:30-4:30, with seasonal variation

Compensation: \$19-\$28/hour (DOE)

Last Updated: November 2021

Location: Cold Spring, NY

The Glynwood Center for Regional Food and Farming is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

Job Summary

The Assistant Livestock Manager works closely with the Farm Manager to assist in the Livestock Operation. The Assistant Livestock Manager will execute the livestock and grazing plans that have been formulated by the Farm Manager including maintaining and managing the livestock operation and pasture systems in relation to livestock nutrition and health. The Assistant Livestock Manager will assist in managing the Livestock Apprentices by guiding them in their daily tasks.

As a nonprofit that derives the majority of its funding from charitable contributions, Glynwood believes in fostering a culture of philanthropy among supporters, staff, board, volunteers and program participants. As with all Glynwood employees, the Assistant Livestock Manager will be called upon regularly to offer testimonials communicating the impact of their work and/or participate in storytelling projects led by the development and communications team.

Essential Job Duties

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Livestock handling, fencing, and moving animals in pastures
- Support the Farm Manager, Livestock Operation in implementing daily workflow and managing and teaching apprentices
- Assist with pasture management, including mowing and brush clearing
- Set up, move, repair, and store fencing
- Transporting animals to the processing facility with a trailer
- Assist the Farm Manager, Livestock Operation with veterinary care and treatment of sick and injured animals as well as regular preventative care
- Assist with hoof trimming, tagging, shearing, and other animal care chores
- Assist with livestock record keeping

Competencies

- Must be organized
- Capable of working with and leading a team
- Must be an effective teacher, especially within an experiential learning environment
- Ability to operate basic farm equipment safely and effectively
- Ability to perform outdoor physical labor in all weather conditions
- Ability to lift 50 pounds
- Willing to help with emergencies during non-regular hours.

Administrative Responsibility

- Manage all administrative tasks necessary to the functioning of the livestock operation.
 - File both out-of-pocket and credit card expense reports via online application at least monthly
 - Participate in own Performance Planning & Review process with supervisor
 - Participate in regular team check-in and/or working group meetings
 - Request time off via online application
 - Manage elective benefits with online applications, where available
 - Attend trainings in administrative procedures as required
 - Attend safety training as required

Supervisory Responsibility

- Livestock apprentices
- Livestock volunteers

Work Environment

Most of the work is performed outdoors in a variety of weather conditions.

Physical Demands

This is a physically active role. The Assistant Livestock Manager must be able and willing to

- Handle and move large and small animals
- Herd large animals safely and effectively
- Handle hay bales, unload bags of feed
- Muck the barn
- Perform other physical activities as needed for performance of livestock work
- Work steadily outdoors in heat, cold, rain, and wind. (*Working outdoors is not required when conditions are hazardous to human health*)

Travel and Weekend Work

Occasional day trips to work at other Glynwood sites transporting livestock. This position may be required to work weekends.

Required Education and Experience

- High school diploma or GED
- At least two years of experience on a working livestock operation
- Operation of basic farm equipment
- Training and experience handling a variety of livestock species
- Valid US Driver License in good standing

Additional Eligibility Qualifications

- Affinity for Glynwood's mission
- Provable eligibility to work in the US

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

To Apply: Send your resume, cover letter, and references to: jobs@glynwood.org. In the subject line, please indicate Livestock Assistant Manager.