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| **JOB DESCRIPTION** | | | |
| **SPECIFIC JOB TITLE** | Farm & Field Trials Operator | | |
| **GENERIC ROLE TITLE** | SCIENTIFIC SPECIALIST | | |
| **LEVEL/GRADE** | C | | |
| **JOB FAMILY** | SCIENCE CAPABILITIES | | |
| **CONTRACT TYPE** | Fixed term, 3 years | | |
| **HOURS** | Full-time | | |
| **REPORTS TO** | Head of Farms | | |
| **DEPARTMENT** | Operations (Farms and Estates) | | |
| **LOCATION** | Harpenden, AL5 2JQ | | |
| **DATE** | 01 July 2024 | | |
| **OVERVIEW OF ROLE/JOB PURPOSE** | | | |
| As part of the Farm and Estates Team you will contribute to both the commercial and field trial activities ensuring the safe and efficient operation of the site and the scientific work conducted there.  An organized, communicative individual with a passion for agricultural and the science around it and already established in their career, ready to take on more responsibility on a day-to-day basis. Skills you already have would include;   * Competent in using relevant agricultural machinery and equipment. Preferably confident with all cultivations and seasonal skills * Ideally PA2 qualified – or willing to undergo training. * Good basic farm machinery maintenance and ability to identify and resolve faults to ensure smooth operation. * Practical understanding of agricultural systems and processes. * Knowledge and experience in agricultural field trials would be desirable or an understanding of their importance. * Ability to develop and maintain positive and productive relationships with the larger farm team, researchers and colleagues in scientific support.   The role holder is expected to carry out the duties listed below and any other duties reasonably required by the line manager or Institute, commensurate with the grade and level of responsibility for this post. | | | |
| **MAIN DUTIES OF ROLE** | | | |
| **Generic Outputs** | **Weighting** | **Description of Outputs** | **Description of Job Specific Outputs** |
| **SCIENTIFIC SUPPORT TO PROJECTS/ RESEARCH GROUPS OR SERVICE USERS** | 40% | Working to schedules, prioritising tasks, using initiative to assess best course of action, solving routine problems, and keeping up-to-date record | |  | | --- | | * Work to priorities specified by line manager * Feedback on work progress to line manager communicating issues on future tasks if needed to help with work planning. * Safe machine operation. * Ensure fieldwork is completed to the best of your ability * Ensure accurate field records are taken and recorded for all experimental work undertaken on farm. * Ensure records are transferred to electronic systems and archived as needed to be available to all field users * Ensure all regulations are met and records are taken to adhere to guidelines and standard operating procedures * Complete inputs to experiments using standard and plot equipment recording the process as needed | |
| **FINANCE AND RESOURCE MANAGEMENT** | 15% | Stock control and ordering within pre-determined budgetary constraints | * Monitor stock of consumables and inform line manager of shortages and future needs * Suggest alternative purchasing options which may give added value * Ensure all machines are returned from the field in a safe and usable state for future operation, report any defects to the line manager * Ensure all tractors and vehicles are stored in a safe and secure area * Be familiar with the purchasing system in place and able to raise requisitions and sales orders. |
| **WORKING WITH OTHERS** | 15% | Responding appropriately to work instructions, exchanging of information and supporting others | * Receive and give feedback on work tasks set out by line manager. * Ensure that instructions are clear and understandable, if in doubt ask for clarity. * Discuss work tasks with other colleagues to give an understanding of the whole team goals. |
| **LEADERSHIP AND MANAGEMENT OF STAFF AND/OR OF A SCIENTIFIC SERVICE OR FACILITY** | 20% | Supervising and developing more junior employees and/or ensuring service and safety standards within the team/work unit are consistently met | * Resolve minor machinery/operational issues using own initiative. Report major defects to line manager to ensure that safety criteria have been met. * Tutor less experienced team members to enhance their learning. * Participate in whole team discussions and give advice to the team on your areas of expertise. * Follow industry guidelines for best practise * Assist with tasks to compliment the managers goals |
| **CONTINUING PROFESSIONAL DEVELOPMENT** | 5% | Identification and actioning of learning objectives and the opportunities and resources available to achieve these | * Formulate a clear idea on how your career may develop * Discuss ongoing work task with colleagues to receive feedback and advice on progress and solutions. * Mentor less experienced team members in your area of expertise. * Continue to develop your understanding of the whole team work area. Learn new skills from others within our own team. * Identify personal skill areas that need improvement for the benefit of the team and overall goals. |

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| **PERSON SPECIFICATION AND SHORTLISTING CRITERIA\*** | | | | |
| **EDUCATION/QUALIFICATIONS** | | Essential | Desirable | How Tested?\*\* |
| 1. | Maths and English GCSE or equivalent | ü |  | Cert |
| 2. | Technical or scientific education in Agriculture or a related subject (HND, HNC, C and G etc) |  | ü | Cert |
| 3. | Agronomy qualifications (FACTS, BASIS) |  | ü | AF/IV |
| **EXPERIENCE/KNOWLEDGE/SKILLS** | | Essential | Desirable | How Tested?\*\* |
| 1. | Recent experience of the agricultural industry and modern farming systems | ü |  | AF/IV |
| 2. | Proficient operation of modern arable farming equipment and maintenance, telescopic rough terrain handler, general machinery maintenance | ü |  | AF/IV |
| 3. | Experience of plot and field applications of fertiliser and sprays (NPTC PA2, PA4, PA6) |  | ü | AF/IV |
| 4. | Ability to work flexibly including extra hours at peak periods | ü |  | AF/IV |
| 6. | Experience of record keeping and data collection | ü |  | AF/IV |
| **BEHAVIOURS/COMPETENCIES** | | | | How Tested?\*\* |
| 1. | **Drive for Quality**: Makes incremental improvements to processes | | | IV |
| 2. | **Strategic Thinking**: Draws on experience when undertaking duties of role | | | IV |
| 3. | **Creativity and Innovation**: Responds positively to change; identifies and tries out different approaches | | | IV |
| 4. | **Developing Self and Others**: Formalises development needs for self and participates in learning activities to enhance performance | | | IV |
| 5. | **Professional Conduct**: Demonstrates an understanding of others’ perspectives | | | IV |
| 6. | **Productive Relationships**: Is a good team player | | | IV |
| 7. | **Effective Communication**: Communicates to a wide audience, in an accurate and timely manner | | | IV |
| **GENUINE OCCUPATIONAL REQUIREMENTS** | | Essential | Desirable | How Tested?\*\* |
| 1. | Full UK Driving Licence | ü |  | AF/IV |
| 2. | Excellent Communication Skills | ü |  | AF/IV |

\* Minimum requirements of the post and how they will be assessed

\*\* Evidence of criteria will be established from: **AF** (application form), **IV** (interview),

**Cert** (certificated checked by interview panel)