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**MOUNT ALBERT GRAMMAR SCHOOL**

**Job Description**

**Farm Caretaker**

**Responsible to**: Deputy Principal – HR

Deputy Principal – Farm  
 Property Manager

**Functional Relationships with:** MAGS Staff, MAGS Students, ASB MAGS Farm staff, Cornwall Park Farm staff and contractors.

**Hours of Work:** 40 hrs per week (will include evenings and weekends as needed)

**Key Responsibilities:**

* **Animal Care:**

This includes feeding, watering, and providing general care to livestock, monitoring their health, assisting with birthing, and administering medications as needed.

* **Crop Maintenance:**

Tasks may involve assisting with planting, cultivating, and harvesting crops (grass and other approved crops), as well as maintaining irrigation systems.

* **General Farm Maintenance:**

This includes maintaining farm buildings, yards, fences, and equipment, as well as general upkeep of the property.

* **Operating Farm Machinery:**

This may involve using tractors, quad bike, side-by-side, lawn mowers, sprayers and other equipment for various farm tasks.

* **Following Safety Protocols:**

Farm caretakers must adhere to all NZ farm and school safety regulations and guidelines to ensure a safe working environment.

* **Professional Development**. Work with the current staff and Cornwall Park Farm to share specific knowledge relating to farm education support to students. This could involve some demonstrating to students while the Teacher is supervising.

**Key Tasks:**

* **Stock Management**: Carries out day to day management of livestock. Maintains an animal welfare programme (disease and control). Maintains accurate records of livestock numbers and deaths for monthly stock returns and the livestock database. Facilitate shearing, stock movements on and off farm, veterinary checks as required and general animal health. Maintains 1 or 2 trained worked dogs (if required). Moves animals in accordance with the general grazing plans. Milk animals such as cows and sheep, by hand or using milking machines. Care of all other animals that are on farm as agreed.
* **Repairs, Maintenance and Upkeep of the Farm and teaching area**. This includes, but is not limited to, weed control, care of the shearing shed, yards and dairy shed, maintaining tool and farm equipment, installing fences, gates, driveways and lanes.
* **Professional Development**. Working with the staff to share specific knowledge relating to care, maintenance and tasks on the farm. This could involve some demonstrating to students while the teacher is supervising.
* **Paddocks & Planting:** Maintaining paddocks and soil conditions. Improving and monitor feed for animals, irrigation and topping with appropriate equipment.
* **Waterways and Irrigation:** Assist with planning, executing, and maintaining the riparian space. Which includes planting projects to enhance water quality, stabilize banks, and create wildlife habitat. Assisting with the maintenance of culverts, bridges, and other infrastructure within waterways, ensuring efficient drainage and flood control. Installation, operation and maintenance of irrigation systems to ensure proper water for animals and watering of trees and plants.
* **Maintenance:** Performing basic regular maintenance tasks on school and farm property, such as clearing pathways, removing litter, and assisting with repairs, or engaging appropriate contractors for repairs or servicing. Cleaning stalls, chicken crop.
* **Pest & Disease Control:** Controlling animal pests and diseases, including vaccinations, drenching, foot baths and other medical procedures to improve health of animals. Spraying and fertilising paddocks to improve pasture.
* **Landscaping & Construction:** Participate in small landscaping projects and basic construction work within the ASB MAGS Farm and school.
* **Horticultural Block assistance:** Assist with horticulture demolition, installation and other horticulture tasks that require more than one person to complete. Monitor when the Horticulture and Farm Assistant is on leave, work with Cornwall Park Farm staff for Professional Development and education.
* **Other Duties as required,** which may include assisting the MAGS property staff

**Skills and Qualifications:**

* **Physical Stamina:** The job requires physical fitness and the ability to perform manual labour, including bending, kneeling and lifting heavy objects. Ability to work outdoors in various weather conditions.
* **Process and manage**: Follow correct Health and Safety procedures. A willingness to work as part of a team, or independently and follow instructions
* **Animal Handling Skills:** Experience and willingness to learn how to handle and care for various types of livestock.
* **Mechanical Aptitude:** Familiarity with farm machinery and equipment, or a willingness to learn. Ability to perform basic construction work and maintenance tasks.
* **Problem-Solving Skills:** Ability to identify and address potential issues with animals, crops, or farm infrastructure.
* **Communication Skills:** Effective communication with other staff and students.
* **Attention to Detail:** Ensuring that all tasks are completed accurately and efficiently.