



**THE ELMS**  
EST 1614

## **JOB DESCRIPTION**

**Job Title: Farm Manager**

**Responsible to: Headmaster and Bursar**

**Role: Permanent**

**Start: December 2024**

### **The Elms**

The Elms is a wonderful co-educational prep school situated on the Herefordshire / Worcestershire border. We are nestled in the foothills of the Malvern Hills in 45 acres of rural tranquillity, in the village of Colwall, which is 10 minutes from Ledbury or Malvern. We have our own working farm, with cattle, sheep, pigs, goats, poultry, and horses, all of which are part of the teaching and learning curriculum.

The Elms was founded in 1614, making us the oldest prep school in England still situated on its original site. We are an IAPS boarding and day school and pride ourselves on achieving excellent results to many Public Schools, both locally and across the UK. Despite being non-selective the school achieves consistently high standards academically.

### **The Role**

This is an extremely rare opportunity to take on a role, that combines farming with some teaching, in an idyllic setting. The farm at The Elms has developed since its introduction nearly forty years ago, seeing it become a large part of the children's education and experience at school.

The job is varied and includes planning strategies for the farm, equestrian department and estate, organising farm administration, working machinery and working alongside other school staff.

The Farm Manager will need to have technical and practical competence, as well as the ability to make sound business decisions.

There is also a teaching element to the role, with all the children in Years 3 to 8, attending a Rural Studies lesson once a week. Here they learn about animal welfare, sustainability and farm management. There is no required teaching qualification or experience (although it would be an advantage), for this part of the role. Having enthusiasm and a willingness to share your knowledge and passion for farming and animals, will suffice.

The Farm Manager must appreciate the need to satisfy regulations set by the Department for Environment, Food and Rural Affairs (DEFRA) for safe, high-quality produce farmed in a sustainable manner and a current knowledge of Health and Safety Regulations.

### **KEY RESPONSIBILITIES**

The Farm Manager will be responsible for planning, organising and managing all the activities of a farm and will also work alongside the grounds and equestrian departments. Specific tasks will include:

- Planning finances and production to maintain farm progress against budget parameters.
- Practical activities - driving tractors, operating machinery, feeding livestock, field maintenance.
- Upkeep and maintenance of the school Orchard and Market Garden area.
- Assisting and teaching pupils about animal welfare and maintenance.
- Buying Farm supplies.
- Arranging the maintenance and repair of farm buildings, machinery and equipment.
- Maintaining and monitoring the quality of yield, whether in livestock or crops.
- Insuring the continued improvement of all pedigree stock.
- Making sure products are ready for deadlines, such as school celebration days.
- Ensuring current government regulations of farm activities are complied with.
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- Monitoring animal health and welfare and liaising with vets.
- Maintaining a knowledge of pests and diseases and an understanding of how they spread and how to both prevent and treat them.
- Attending Agricultural Shows in the area with pupils and livestock.
- Organising the school's own annual 'County Show'.
- Applying health and safety standards across the estate.
- Protecting the environment and maintaining biodiversity.
- Keeping financial records up to date.
- Working closely with the Equine department with regards to field maintenance, yard tasks and preparation for equestrian events at school.

### **Person specification:**

- A good sense of humour and flexible working approach.
- Self-motivated, hardworking team player, with a willingness to contribute to school life, whether on the farm, or not.

The candidate is also required to carry out other duties as necessary to meet the needs of the business of The Elms.

***The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.***