Job Title: Herd Manager

Summary Description: At Gorrell Dairy, the Herd Manager is responsible for effective supervision of the dairy operation and working as a member of a team focused on herd health and productivity, employee safety and engagement, facilities maintenance, and community relations. The Herd Manager is responsible for goal setting and attainment, motivation and evaluation of staff, and exercising sound judgement in carrying out these duties. At Gorrell Dairy well-cared for cows are essential to the farm’s future and the Herd Manager must assure compliance with the FARM Program management practices.

Major Job Functions:

Approximately 50% of the time: Dairy Herd Management. Responsible for supervision of employees in all positions of the dairy, including, but not limited to:

- Take pride in the farm, its employees, and its animals, and conduct all responsibilities with the well-being of the farm as paramount.
- Work with team on all health and care of animals and facilities.
- Work with nutritionists and feeders to keep track of feed inventory and diets.
- Maintain an environment of safety at all times, with a goal of no reportable instances.
- Create and follow through with annual production goals, to be shared and discussed with farm owners and fellow managers.
- Maintenance of facilities, grounds, pastures, and machinery/equipment.
- Plan, direct, delegate, and perform daily chores in an efficient and organized manner. This includes preparing the parlor, feeding animals, milking, taking care of bottle calves, scraping holding pens, bedding stalls, and cleaning.
- Management of herd, including teaching the team how to use the SCR system to its full advantage.
- Prevent and address all milk quality concerns, making sure shipped milk meets requirements set by the farm, the state, and the co-op.
- Any and all routine maintenance of the farm, and efforts in keeping the farmstead clean, safe, and orderly.
- Handle emergency situations at the farm no matter the time of day, and serve as a reliable first line of contact.
- Perform all other duties as assigned.

Approximately 30% of the time: Herd Health and Reproduction.

- Appropriately treat symptoms of sick animals.
- Care for animals.
- Assist with births when necessary.
- Oversee and assist with heat detection (SCR) and breeding.
- As needed, assist in necessary positions if employees are sick or on vacation.

Approximately 20% of the time: Farm Office Work.

- Stay up-to-date with records of herd health, production, and reproduction inventories.
Gorrell Dairy
Position Description – Herd Manager

• Maintain PC Dart and SCR records, updating on-farm records 2-3 times per week.
• Order supplies, feed, and parts for machinery as needed.
• Act as farm’s liaison to nutritionists, feed salesmen, and veterinarians, when directed by Farm Owner.
• Conduct annual performance evaluations for employees under your supervision.
• Train, develop, and supervise new hires or current employees as needed, or as promoted, in consultation with farm owner.

Qualifications Required:

• Prior experience in dairy management or training in the dairy industry
• Experience in a supervisory or management role.

Knowledge, Skills, and Abilities Required:

• Knowledge of treatment and recognition of disease and injury.
• Confident in knowledge of dairy nutrition.
• Ability to lead and motivate a diverse workforce.
• Effective communicator.
• Knowledge of correct milking procedures.
• Familiar with dairy record-keeping and dairy software.
• Desire and ability to work in, and foster a team environment.
• Ability to make decisions quickly as they relate to the (successful) daily operation of the farm.

Reports to: Farm Owner