MAJOR JOB FUNCTIONS

50% OF THE TIME: DAIRY HERD MANAGEMENT

- Create and follow through with annual production, cost control, and efficiency goals, to be shared and discussed with farm owners and fellow farm managers.
- Coordinate with current custom grower regarding animals at his facility.
- Ensure all duties are carried out appropriately by responsible parties.
- Maintenance of parlor facilities, grounds, and pastures for continuous quality and efficiency.
- Ensure water tubs, curtains, and fans are in working order at all times to allow for proper ventilation in barns.
- Prevent and address all milk quality concerns, making sure shipped milk meets requirements set out by the farm, the state, and the co-op’s requirements.
- Handle emergency situations at the farm no matter the time of day, and serve as a reliable first line of contact on a rotating basis.
- Perform all other duties related to overall farm operations as needed, or as assigned.

30% OF THE TIME: HERD HEALTH & REPRODUCTION

- Optimize efficiency within reproduction goals and performance.
- Appropriately treat symptoms of sick animals. Run vet checks and coordinate with relevant cow health items.
- Care for animals, including transition cows. Maintain focus on critical pre-fresh and fresh cow care.
- Assist with births when necessary.
- Oversee and assist with heat detection and breeding.
- Onboard and oversee new breeders.
- As needed, assist in necessary positions if employees are sick or on vacation.

20% OF THE TIME: FARM OFFICE WORK

- Stay up-to-date with records of herd health, production, and reproduction inventories.
- Maintain Dairy Comp. records and update on-farm records daily.
- As needed, order farm supplies.
- Act as farm’s liaison to veterinarians and dairy supply companies when directed by Farm Manager.
- 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.
- Coordinate all scheduling tasks for the dairy team on a daily and weekly basis. Ensure all staffing needs are met.
- Complete the herd summary spreadsheet on a weekly basis.
- Pursue continuous personal and professional development as it pertains to the duties required by your role.