

**Job Description**  
**William J. Gould Associates, Inc.**  
**Farm Work Team Leader – Grade 7 – Exempt**

Working as part of a team managed by the Farm Manager, this position is responsible to assist in the creation and maintenance of a safe, well-ordered, sustainable farm and agriculture environment; to facilitate and ensure effective work program participation and inclusion of guests on the farm team; to offer ongoing orientation and training on those projects which improve the farm environment, including safe practices and suitable buildings; This position is responsible to lend expertise and leadership to guest program projects; to manage the administration and reporting of information relating to the farm management. Must be willing to promote the values and spirit of Gould Farm, to actively participate as a member of the community and to continuously seek ways to improve, both self and function.

Primary Responsibilities include but are not limited to:

**Work Program**

- Offer supervision, support, coaching and mentoring to guests and volunteers assigned to the farm, including goal setting, reviews and evaluations.
- Working with the Farm Team, prioritize work program farming activities with a focus on construction and repairs, equipment operation, and daily farm chores.
- Coordinate schedules and assignments for all guests and volunteers assigned to the farm team.
- Ensure compliance with all safety requirements in the management of the farm environment and the handling of farm animals and equipment. Ensure adequate orientation and training in safe operating procedures for all new guests and staff who join the farm team.
- Assist in making recommendations regarding the educational opportunities that most enhance the agricultural approach to sustainable living.
- Participate as member of committees or teams as part of ongoing work program, clinical and programmatic collaboration and support of guests.

**Operations**

- Support the Farm Manager in management and construction of buildings suitable for animal housing.
- Assist in crop land management including field work, fertilization and harvesting.
- Support facilities improvements with participation in the day-to-day work activities.
- Assist with milking and livestock movements as required.
- Join the efforts to maintain implements used in the fields and pastures
- Assist in the planning for improvements to the facilities and business activities of the farm

**Administration**

- Assist in the development of the workforce planning and staffing of the farm department.
- Participate in the development of the farm budget.
- Insure guest program remains a place of education and growing skillsets in the values and spirit of Gould Farm
- Coordinate staff schedules for various activities.

**Qualifications:** This position requires residency at the Farm as a condition of employment (living at Gould Farm in provided housing). Should suitable housing not be available at the time of hire, agreement to moving to the Farm as soon as suitable housing is available is a contingency of employment. Minimum of 1-2 years agricultural and animal husbandry knowledge and experience; experience in leading and managing the work of others. Excellent communications are a must. Ability to promote our community, to prioritize and to effectively influence others are essential skills.