

# **BRISTOL COUNTY AGRICULTURAL HIGH SCHOOL**

## **JOB DESCRIPTION**

### **Animal Science Herd Foreperson (Foreman)**

The Animal Science Herd Foreperson (Foreman) position schedule is as outlined in the BCAHS Support Staff collectively Bargained Agreement. Supervision of this position will be under the direction of the Facilities Director.

#### Duties:

- Ability to run and operate a robotic milking system, responsible for morning and afternoon milking.
- Responsible for daily care and management of all animals on the farm. Oversees the milking routine; review procedures with Co-op field representatives to ensure industry standards are followed.
- Ensure that animals are housed and treated humanely.
- Maintain all health and breeding records including all digital records. Treat sick animals and secure veterinary assistance when needed.
- Work with governmental and co-op inspectors to maintain certifications; report findings to the Facilities Director and Animal Science Department Chair.
- Maintain pastures to ensure optimal animal nutrition: seeding, rotary mowing, rotational grazing, fencing, etc.
- Maintain all buildings and grounds in conjunction with the other department and facilities personnel.
- Maintain and repair equipment and facilities when needed; communicate with Department Chair and Facilities Director to ensure timely repairs and regular maintenance, follow any and all preventative maintenance schedules related to equipment and farm related infrastructure.
- Assist the Department Chair with ensuring that the facility adheres to all necessary laws and regulations pertaining to animal care.
- Assist the Department Chair with acquiring animals and breeding stock.
- In conjunction with the Facilities Director, assist to create milking schedules, finding and training substitute herd personnel.
- Assist teaching staff with handling of animals as needed.
- Assist teaching staff with setting up/breaking down equipment needed for vocational classes.
- Provide input to the Animal Science Department Chair with preparing an annual budget.
- Communicate with the Animal Science Department, Co-Op field representatives, milk truck drivers, etc. to ensure timely deliveries.
- Supervises and works with student workers.
- In conjunction with the Department Chair, assist with the student worker hiring process and creating their schedules.
- Evaluate student workers on an annual basis.
- Keep student payroll records and communicate payroll with the business office as needed.
- Contribute to the development of installation and maintenance/service policies and procedures. Develop necessary expertise by attending training and educational workshops, as required.
- Contribute to product development and business growth by sharing field insights, new ideas by providing timely and accurate data analysis to help address dairy farm-related issues

- Stay up to date on the latest topics influencing the dairy industry, including automation, milking innovation, data management, and sustainability.
- Transport animals when needed, Assist with short term and long term management of all herds.
- Assist the Department Chair with ordering feed, equipment and supplies. Work with the Department Chair, Nutritionist, etc to ensure optimal animal health. Prepare registration forms, arrange for contractual services in conjunction with the Department Chair, create Purchase Orders, track inventory and create supply lists.
- Nurture and grow productive relationships with farmers, dairy equipment distributors, manufacturers, and key internal and external stakeholders.
- Work closely with the Director of Community Partnerships/Administration on appropriate social media platforms to promote Bristol Aggie farming operations and meat sales.
- Schedule TBD relative to robotic milking

**GENERAL STATEMENT OF QUALIFICATIONS:**

Possess experience and proven skill in the care of farm animals and pet shop animals.

Knowledge and proven ability to work on a dairy farm.

Ability to organize and supervise student-aged workers and crews.

Ability to operate modern farm equipment and snow equipment.

Ability to perform basic building and equipment maintenance and repair.

Valid driver's license.

Excellent communication and interpersonal skills, with the ability to connect easily with school staff and external business partners.

Proven ability to work independently without direct supervision.

Proficiency in the use of computer technology including: Microsoft, Google and VMS systems. Ability to write purchase orders, maintenance requests and maintain established digital records.

**COMPENSATION:** As per identified in the BCAHS Support Staff Collectively Bargained Agreement with the Board of Trustees of BCAHS.

*Information can be entered into SchoolSpring or forward a letter of interest and resume to:*

*Ryan Miranda, Facilities Manager  
Bristol County Agricultural High School  
135 Center Street, Dighton, MA 02715*

*-or email letter of interest and resume to [miranda@bcahs.com](mailto:miranda@bcahs.com)*

*Bristol County Agricultural High School is an Affirmative Action, Equal Opportunity Employer*