Job Title: Dairy Manager

Reports to: Farm Owner/General Manager
Supervises: Herdspersons, Feeder

Summary: The Dairy Manager is responsible for leading the team to milk and manage cows, and raise heifers. The Manager must have a can-do attitude, be able to lead and motivate employees, and keep track of feed and supplies.

Qualifications:
- Minimum of 3 years of farm work experience
- Degree in Animal Science or Business
- Strong employee management skills
- Knowledge of dairy production and animal health
- Ability to work long hours and be flexible in busy seasons
- Good communication skills
- Team building skills
- Ability to build & maintain relationships with advisors, consultants, and suppliers
- Decision-making skills
- Strong computer skills
- Ability to lift 50 lbs

Primary Duties:
- Lead and organize farm employees, including hiring, training and feedback
- Track and manage feed inventory
- Manage relationship and performance of heifer growers
- Order parts to keep farm running smoothly
- Track dry matter intake (DMI) of herd
- Manage financial records and reporting
- Supervise payroll
- Maintain a positive attitude
- Act as a team player

Secondary Duties:
- Provide safety training and ensure compliance with safe work procedures
- Provide input to Executive Secretary for assigned areas of responsibility
- Get feed weights
- Repairs on buildings and equipment
- Supervise outside crew
- Wood stoves
- Other duties as assigned by Board

Schedule: Full-time position. 12 days on and 2 off, working every other weekend. Hours generally 10 hrs/day with more during cropping seasons. On call 24/7 including when away from the farm.