

**Job Code:.....101522**  
**Position #: (PSA)....(E)**  
**Developed by: .....KP**  
**Reviewed by:LK; KP; MS**  
**Approved by:.....LK**  
**Date: 01/11/22**

**UNIVERSITY OF RHODE ISLAND**  
**Position Description**

**TITLE:** Assistant Manager, Peckham Farm  
**DIVISION:** Academic Affairs (CELS)  
**REPORTS TO:** Manager, Peckham Farm  
**GRADE:** 7  
**SUPERVISES:** Student workers and other Peckham Farm employees

**BASIC FUNCTION:**

Assist the Peckham Farm Manager with the management of the livestock and all associated land, buildings, fencing, and equipment associated with Peckham Farm in support of the needs of academic, research, and services activities of the Fisheries, Animal and Veterinary Science department.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

As assigned by the Farm Manager, perform the following:

Assist in daily animal care and management under strict regulatory guidelines, (i.e., University of Rhode Island, IACUC, USDA, State of Rhode Island regulations, policies, and guidelines.)

Assists with maintenance and documentation of animal health and well-being.

Assist in the supervision and training of students and other farm workers in tasks related to animal care to ensure efficient farm operations and the support of agricultural activities/education at Peckham Farm.

Assist in the maintenance of farm records.

Assist with the feeding and breeding program at Peckham Farm.

Assist in the production of forage to support the livestock housed at Peckham Farm.

Operate and help maintain, with the proper training, farm implements and mechanical equipment such as tractors, forklifts, mowers, and equipment associated with forage production.

Assist with the maintenance of university farm facilities, including construction and maintenance of fences, barns, and existing farm structures consistent with established safety standards and with the use of the farm as a teaching, research and demonstration facility for students, faculty, Extension Cooperators, and the general public.

Work under the direction of the Farm Manager to facilitate special events on the university farm.

Assist with instructional and research needs at Peckham Farm by assisting with the teaching of hands-on animal laboratories, supervision of students interning or involved in special research projects at Peckham Farm, and outreach programs in Animal Science as assigned.

Serve as back-up Farm Manager when the Farm Manager is not available.

#### **OTHER DUTIES AND RESPONSIBILITIES:**

Weekend supervisory effort is expected as arranged with the Farm Manager.

Perform other duties as required.

#### **LICENSES, TOOLS AND EQUIPMENT:**

Personal computers, printers; word processing, database management and spreadsheet software; farm tools, machinery, and equipment. Must have all certifications required to comply with USDA and University animal care regulations or the ability to complete such within six (6) months of hire date.

#### **ENVIRONMENTAL CONDITIONS:**

This position is not substantially exposed to adverse environmental conditions.

#### **QUALIFICATIONS:**

**REQUIRED:** Bachelor's degree in animal science or related field; Minimum two years of experience in agriculture (specifically with domestic hooved livestock production and forage management); Demonstrated ability to operate heavy equipment common to livestock facilities (i.e., tractors with front-loading buckets, fork lifts, and equipment related to feed and bedding production for livestock); Demonstrated strong interpersonal and verbal communication skills; Demonstrated proficiency in written communication skills; and, Demonstrated ability to work with diverse groups/populations. Must have all certifications required to comply with USDA and University animal care regulations or the ability to complete such within six (6) months of hire date.

**PREFERRED:** Minimum five years of experience with livestock production (particularly cattle, sheep, swine and poultry); Demonstrated experience on a university or college farm; Demonstrated supervisory experience; Demonstrated experience with modern reproductive practices for livestock; Demonstrated experience operating, maintaining, and/or repairing equipment (especially hay cutters, sprayers, and balers); Demonstrated experience with teaching livestock production skills to youth and college age students; and, Demonstrated experience with animal care and management under strict regulatory guidelines (i.e. IACUC, USDA, state regulations, policies, and guidelines.)

**ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION  
TO REASONABLY ACCOMMODATE INDIVIDUALSWITH DISABILITIES**