



Farm Assistant Manager

Job Title: Farm Assistant Manager

Reporting to: Farm & Livestock Manager

Contract: Permanent, Full Time

Hours: 40 hours per week including weekends and public holidays, as part of a 5-in-7 rota

Salary: £30,742 Starting salary

Location: Livingston (West Lothian)

Almond Valley Heritage Trust is a much-loved family attraction and heritage charity rooted in the heart of West Lothian. Our Rare Breed Survival Trust accredited farm is home to Clydesdale horses, Bagot goats, North Ronaldsay sheep, and heritage poultry breeds. With a bold five-year master plan in place, we are transforming our farm into a vibrant place of learning and engagement, focused on sustainability, animal welfare, and public experience.

About the role

The Farm Assistant Manager will play a vital role in maintaining the highest standards of animal welfare, assisting with day-to-day farm operations, supporting learning and engagement activities, and contributing to the safe and smooth running of the farm. You will also provide hands-on support for seasonal tasks, breeding programmes, and animal care routines while mentoring farm assistants, trainees, and volunteers.

Key Responsibilities

- Deliver and oversee daily animal care routines, including feeding, cleaning, health checks, ensuring that the highest standards of animal welfare are maintained.
- Assist the Farm Manager in devising and implementing a robust farm plan that supports animal welfare and enriches visitor experience.
- Work with the Farm Manager to ensure that all records are accurate and maintained, including medical records, movement records.
- Contribute to breeding programmes, livestock rotation, and acquisition/sale of animals to maintain agreed stock levels.
- Supervise, mentor, and train staff, volunteers, and young people on placement.

- Ensure all livestock areas are safe, presentable, and visitor-ready, with clear standards of welfare and public engagement.
- Liaise with external providers such as veterinary teams, suppliers and contractors.
- Deputise for the Farm & Livestock Manager and be the key person for communication between other departments or senior management in the Farm Managers absence.
- Contribute to seasonal projects, events, and visitor experiences including animal handling and demonstrations.
- Oversee procurement and monitoring of feed, bedding, and equipment supplies.

Health & Safety Responsibilities

- Follow and promote Safe Systems of Work, risk assessments, and biosecurity protocols.
- Ensure safe use, handling, and storage of equipment, vehicles, tools, and chemicals (in line with COSHH regulations).
- Maintain high standards of hygiene in all livestock and visitor contact areas.
- Support disease surveillance, incident response, accident reporting, and first aid procedures.
- Promote child safeguarding and visitor safety in all farm activities.
- Keep up to date with best practice in health, safety, and animal welfare within farm visitor attractions.

Essential Skills:

- To be qualified in animal care or management
- Be able to demonstrate relevant experience working with a variety of animals including hoofstock, smaller domestic animals and exotics.
- Some supervisory experience preferable
- Good knowledge of industry regulations and compliance procedures and implementation of disease control and hygiene measures to protect animals and visitors.
- Experience in informing and implementing Safe Systems of Work and biosecurity protocols including conducting risk assessments.
- Knowledge of disease surveillance, incident response, accident reporting, and first aid procedures.
- Relevant knowledge and or desire to build knowledge relating to best practice in health, safety, and animal welfare within farm visitor attractions.
- Physical fitness and resilience to perform manual tasks in all weather conditions.
- Experience operating farm machinery (desirable but not essential; training provided).

Desirable:

- Experience working in a public-facing visitor attraction.
- Experience of facilitating animal centred engagement experiences/demonstrations
- Knowledge of breeding programmes and land/pasture rotation.
- First aid qualification.

Terms & Benefits

- **Holiday:** 32 days per annum including bank holidays (pro rata for part time staff).
- **Pension:** Automatic enrolment in the workplace pension scheme (Royal London).
- **Benefits:**
 - Free on-site car parking
 - Free site access with staff pass
 - ASVA card giving free entry to visitor attractions across Scotland
 - Discount in the café and gift shop
 - Free entry for family

Equality and Diversity Commitment

Almond Valley is an equal opportunities employer. We are committed to providing equal opportunity for all and a work environment free of discrimination and harassment. We are working hard to create a space where people from all walks of life see themselves represented.

We particularly welcome applications from people currently under-represented in the sector, including people of the Global Majority and Deaf or disabled applicants.

Closing date: Wednesday 7 October 2026

How to Apply

Please send your CV and a short cover letter outlining your relevant animal care experience, supervisory experience and why you are interested in the role to:

jobs@almondvalley.co.uk