

# WE'RE HIRING

**FARM: ALLEN FARMS**

**POSITION: HERD MANAGER**

**LOCATION: SCIPIO CENTER,  
NY**



315-730-0272, Rich

315-567-5028, Fred



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## Allen Farms is hiring a Herd Manager.

The Herd Manager is responsible for effective supervision of the dairy operation and working as a member of a team focused on herd health and reproduction. The Herd Manager is responsible for goal setting and attainment, motivation and development of direct reports, and exercising sound judgment in carrying out these duties.

**FAMILY-OWNED  
3,000 COW DAIRY  
80-COW ROTARY PARLOR  
300-500 LIVE BIRTHS/MONTH**

## MAJOR JOB FUNCTIONS

### DAIRY HERD MANAGEMENT

- Take pride in the farm, its employees, and its animals, and conduct all responsibilities with the well-being of the farm as paramount.
- Work with the team on all health and care of animals and facilities.
- Maintain an environment of safety at all times, with a goal of no reportable instances.
- Create and follow through with annual production goals, to be shared and discussed with farm owners and fellow farm managers.
- Plan, direct, delegate, and perform daily chores in an efficient and organized manner. This includes overseeing herd culling, the sick, fresh, and maternity pens, heifer moves, dry off, and scheduling.
- Oversee all heifer moves from satellite farm to main farm and vice versa.
- Prevent and address all milk quality concerns, making sure shipped milk meets requirements set out by the farm, the state, and the co-op's requirements.
- Serve as a reliable first line of contact to handle emergency situations on a rotating basis.
- Perform all other duties as assigned.

### HERD HEALTH & REPRODUCTION

- Appropriately treat symptoms of sick animals, overseeing and treating the sick pen as needed.
- Oversee scheduling of vaccinations, foot trims, and OV synch.
- Assist with births when necessary.
- Oversee and perform pregnancy checks.
- As needed, assist in necessary positions if employees are sick or on vacation.

### FARM OFFICE WORK

- Stay up-to-date with records of herd health, production, reproduction, semen purchases, and drug inventories.
- Maintain Dairy Comp. records and update on-farm records daily.
- Act as farm's liaison to veterinarians, animal pharmaceutical reps, and DHI testers.
- Monitor direct reports and notate all performance considerations for inclusion in personnel annual reviews.
- Manage a minimum of 8 direct reports, and engage in the development of team members.
- Communicate with the safety advisor to engage in required and recommended team trainings.