### POSITION DESCRIPTION

**Position Title:** Assistant Dairy Supervisor  
**Organisation Unit:** Office of the Director Gatton Campus – Farms Unit – Dairy  
**Type of Employment:** Full-time Continuing  
**Classification:** Hew 5

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**THE UNIVERSITY OF QUEENSLAND**

The University of Queensland (UQ) contributes positively to society by engaging in the creation, preservation, transfer and application of knowledge. UQ helps shape the future by bringing together and developing leaders in their fields to inspire the next generation and to advance ideas that benefit the world. UQ strives for the personal and professional success of its students, staff and alumni. For more than a century, we have educated and worked with outstanding people to deliver **knowledge leadership for a better world**.

UQ ranks in the world’s top universities, as measured by several key independent ranking, including the Performance Ranking of Scientific Papers for World Universities (43), the US News Best Global Universities Rankings (52), QS World University Rankings (47), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (60). UQ again topped the nation in the prestigious Nature Index and our Life Sciences subject field ranking in the Academic Ranking of World Universities was the highest in Australia at 20.

UQ has an outstanding reputation for the quality of its teachers, its educational programs and employment outcomes for its students. Our students remain at the heart of what we do. The UQ experience – the UQ Advantage – is distinguished by a research-enriched curriculum, international collaborations, industry engagement and opportunities that nurture and develop future leaders. UQ has a strong focus on teaching excellence, winning more national teaching excellence awards than any other in the country and attracting the majority of Queensland's highest academic achievers, as well as top interstate and overseas students.

UQ is one of Australia's Group of Eight, a charter member of edX and a founding member of Universitas 21, an international consortium of leading research-intensive universities.

Our 50,000-plus strong student community includes more than 13,000 postgraduate scholars and more than 12,000 international students from 144 countries, adding to its proud 240,000-plus alumni. The University has about 7,000 academic and professional staff and a $1.8 billion annual operating budget. Its major campuses are at St Lucia, Gatton and Herston, in addition to teaching and research sites around Queensland and Brisbane city. The University has six Faculties and four University-level Institutes. The Institutes, funded by government and industry grants, philanthropy and commercialisation activities, have built scale and focus in research areas in neuroscience, biomolecular and biomedical sciences, sustainable minerals, bioengineering and nanotechnology, as well as social science research.
UQ has an outstanding track-record in commercialisation of our innovation with major technologies employed across the globe and integral to gross product sales of $11billion+ (see http://uniquest.com.au/our-track-record).

UQ has a rapidly growing record of attracting philanthropic support for its activities and this will be a strategic focus going forward.

Organisational Environment

The Faculty of Science is an internationally recognised provider of world-class education and research. A research-intensive Faculty, with a gross budget in excess of $300M, employs approximately 1,500 continuing and fixed-term staff and teach around 6,000 full-time equivalent coursework students (EFTSL).

The Faculty teaches agriculture, biology, chemistry, earth sciences, food science, geography, marine science, mathematics, physics, planning, both environmental sciences and management and veterinary science, to undergraduate and postgraduate coursework students enrolled in a range of degree programs including science, engineering and health and medicine. The Faculty provides the community with the next generation of professionals and graduates who are sufficiently scientifically literate and numerate to be effective in understanding, managing and addressing complex problems, including those in energy, food supply, health, environment and sustainability.

Research conducted in the Faculty of Science includes fundamental research across a wide range of scientific disciplines and a vibrant portfolio of applied research, well linked to industry and government, particularly in its areas of Agriculture and Food Sciences, Geography and Earth Sciences, Ecology and Environment, and Veterinary Sciences.

The Faculty comprises six Schools: Biological Sciences, Earth and Environmental Sciences, Agriculture and Food Science, Chemistry and Molecular Biosciences, Mathematics and Physics, and Veterinary Science.

Gatton Campus

In 1990, The University of Queensland merged with the Queensland Agricultural College, which saw the establishment of the University’s Gatton Campus. It hosts a number of degree programs in agricultural and veterinary sciences, in addition to research centres and a wide range of facilities to support teaching and research in agriculture and veterinary sciences. Engagement with the local community is a critical element of the philosophy and activities of the Campus. Effort to promote innovation on the Campus is another key feature of UQ Gatton, as is a focus on sustainability.

The Campus offers an extremely broad range of qualifications from vocational to undergraduate to postgraduate and research higher degrees. The programs delivered from the Campus are in disciplines such as agriculture, animals, agribusiness and veterinary science, involving issues such as climate change, feeding a growing population, biosecurity, and diminishing natural resources. As a result, UQ Gatton is a large and complex campus, predominantly a rural setting with working farms and dairy, as well as Halls of Residence, advanced research facilities and contemporary teaching spaces, from traditional lecture theatres to those designed to teach animal sciences.

The Office of the Director, Gatton Campus is responsible for ensuring the smooth and effective operations of the Gatton Campus of The University of Queensland, supporting academic teaching, research and community programs. The Director’s portfolio includes responsibility for the Gatton Dairy Unit, Pig Unit, Equine Unit, Cropping Unit, Grazing Animal
Dairy Unit

The Gatton Dairy Unit is a joint initiative of The University of Queensland and Queensland Department of Agriculture and Fisheries and operates as a commercial farm as well as a teaching, research and extension facility. The Dairy currently has a milking herd of 300 cows.

Information for Prospective Staff

Information about life at UQ including staff benefits, relocation and UQ campuses is available at - http://www.uq.edu.au/current-staff/working-at-uq

DUTY STATEMENT

Primary Purpose of Position

To support the Dairy Supervisor in the day-to-day management of the Dairy Unit and is primarily responsible for implementing and managing the pasture management strategies defined by the Dairy Advisory Group (DAG).

Duties

Duties and responsibilities include, but are not limited to:

- Assist the Dairy Supervisor in the day-to-day operations of the Dairy.
- Manage the pasture production and grazing of the milking herds, dry stock and replacement heifer groups.
- Assist with feeding all classes of dairy stock on a day-to-day basis.
- Undertake the maintenance of dairy equipment, fences and equipment used in irrigation and production of pastures.
- Attend to the routine animal husbandry tasks of the Dairy including monitoring the health and welfare of the animals and immediate reporting of cases where veterinary attention is required.
- Milk and artificially inseminate cows.
- Provide teaching and research support to academic staff and students undertaking practical experience programs.
- Provide logistical and technical support for research projects and assist in setting up and monitoring of experiments.
- Other duties, consistent with the above, as directed by the Dairy Supervisor.
Other

Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including but not exclusive to:

- the University’s Code of Conduct
- requirements of the Queensland occupational health and safety (OH&S) legislation and related OH&S responsibilities and procedures developed by the University or Institute/School
- the adoption sustainable practices in all work activities and compliance with associated legislation and related University sustainability responsibilities and procedures
- requirements of the Education Services for Overseas Students Act 2000, the National Code 2007 and associated legislation, and related responsibilities and procedures developed by the University

Organisational Relationships

The position reports to the Dairy Supervisor.

SELECTION CRITERIA

Essential

- Completion of a Diploma and at least two years subsequent relevant work experience; or completion of a Cert IV and extensive relevant work experience; or an equivalent combination of relevant experience and/or education/training.
- C class motor vehicle license.
- A Certificate of Competency in the operation of a front-end loader, forklift, quad bike, side by side and tractor or the willingness to obtain within three (3) months of appointment.
- Possession of or the ability to obtain a Qld Child Safety Blue Card and Chemcert accreditation in Agriculture and Veterinary Chemicals, a commercial operator’s license issued under the ACDC act.
- Demonstrate knowledge and experience of intensive pasture and grazing management and associated practices such as irrigation management.
- Sound knowledge of the husbandry, breeding, nutrition, health, and behaviour of dairy cattle.
- Demonstrated ability to handle all classes of dairy cattle using the low stress stock handling techniques to do so quietly and effectively.
- Experience in working in a Dairy with high standards of dairy hygiene.
- Sound knowledge of the operation and maintenance of dairy equipment, fences and related infrastructure necessary for livestock management and fodder production.
- High degree of responsibility and reliability.
- Demonstrated ability to work independently when required and effectively within a small team.
- Experience in maintaining accurate records and a basic knowledge of computer systems.
- A commitment to quality service, processes, production and attention to detail.
- High level interpersonal and communication skills with the ability to communicate/liaise with a wide variety of university staff, students and clients of the Dairy.

**Desirable**

- Certificate of competency in artificial insemination.
- MR license or the willingness to obtain within three (3) months of appointment.
- Understanding of research and teaching requirements within a tertiary institution as they relate to Dairy.

**Special Conditions**

It is a condition of the position of the Assistant Dairy Unit Supervisor that the appointee will be available to work on weekends and public holidays when required.

The University of Queensland values diversity and inclusion and actively encourages applications from those who bring diversity to the University. Please refer to the University’s Diversity and Inclusion webpage [http://www.uq.edu.au/equity](http://www.uq.edu.au/equity) for further information and points of contact if you require additional support.

Accessibility requirements and/or adjustments can be directed to the contact person listed in the job advertisement.