

## Job Description

<b>Job Title:</b>	<b>Equine Welfare Assistant – Bronze</b>
<b>Department:</b>	<b>Equine Care &amp; Training</b>
<b>Reporting to:</b>	<b>Equine Welfare Team Leader</b>
<b>Responsible for:</b>	<b>N/A</b>
<b>Grade:</b>	<b>8a</b>
<p><b>Context and Scope:</b></p> <p>Bransby Horses was founded in 1968 by Peter Hunt, who's lifelong passion for horse welfare continues as the charity works flexibly to meet the growing demands on horse welfare charities. Working together our shared mission is to create positive impacts on the lives of horses, ponies, donkeys and mules.</p> <p>Bransby Horses is committed to providing a safe haven for equines and to provide for their health, welfare and rehabilitation. We have approximately 350 horses, donkeys and mules on our farm at any time and have 7 different yards on the 600 acre estate. Each yard has a different role to play in supporting all equines needs and progression and meeting the charity's goals.</p>	
<p><b>Main Purpose:</b></p> <p>To work under the guidance of a Equine Welfare Team Leader and Deputy Team Leader, to provide all aspects of the day to day care of the equines on the farm and to develop, where appropriate, specialist skills in order to assist with the longer-term planning and care of the herds and individual horse needs.</p>	
<p><b>Summary of Main Duties:</b></p> <p>The duties below outline the general duties which could be expected of all Equine Welfare Assistants (EWAs). EWAs are encouraged to develop their knowledge, skills and confidence in caring for and handling the animals and, in some cases to become specialists in specific areas. The differing levels of responsibility are set out in our Skills Passport and Grade Descriptions.</p> <p><b>Equine Care</b></p> <ul style="list-style-type: none"> <li>• Carry out feeding and foraging regimes for equines stabled and those field kept.</li> <li>• Conduct health and wellbeing checks of equines on the yard, reporting any concerns or abnormalities to the Team or Deputy leader.</li> <li>• Carry out weighing and body condition scoring assessments on a routine basis.</li> <li>• Grooming, trimming and clipping equines on a regular basis or when necessary.</li> </ul>	

## Bransby Behaviours

A framework of key behaviours that enable us to achieve continued success for the charity in delivering equine welfare.



- Administering medication and treatments, as directed by the Veterinary Consultant or Team Leaders.
- Communicate information in various forms, verbal, written and computerized notes.

### **Equine Handling**

- Handle all equines with care and compassion, being mindful of your own safety and the safety of others and the general public.
- Support and restrain equines for routine checks and administration of treatments.
- Assist in the safe loading and unloading of equines from equine transport.
- Progress handling plans for individual equines with support from the handling team or Team leader.
- Handle a project equine with support from a silver/ gold member team member

### **Cleaning Tasks**

- Maintain the safety and cleanliness of stables, barns, all weather pads and paddock areas. Including control of poisonous plants.
- Maintain all staff, work areas and work related equipment to a high standard.
- Management of horse manure on the yard and surrounding fields manually and with tractors.

### **Welfare Tasks**

- Assist in the handling and movement of equine herds around the farm.
- Contribute to welfare rescues and collections, when necessary.
- Support the team with FWEC collection and Bransby Horses worming procedures.
- Complete straightforward farrier, dentist and physio lists unsupervised

### **ARC Specific Duties**

- Ensure Bio Security is to the highest standard at all times.
- Provide intensive care treatment.

### **Other Duties**

- Drive company vehicles in the execution of your duties, both on the farm and on public roads. A driving license is required.
- Operate small tractor, small sweeper and trailer on the farm site. In house training will be provided.
- Assist with specific yard projects taking responsibility for assigned areas (eg rehoming projects, vet lists, track system projects)
- Any other duties deemed necessary to assist the charity in the welfare of Equines.

### **Compliance to Policy & Procedure**

- Observe and be accountable for your own health and safety as well as others on site as per our Health and Safety Policy and Procedures.
- To ensure that any advice or guidance provided is in line with the Bransby Horses professional advice and guidelines.
- Complete all accessible training and CPD relevant to your role.
- It may be necessary to undertake other duties or work in other departments to fulfil the objectives of the charity or during busy periods.

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| <ul style="list-style-type: none"><li>• To keep confidential data secure and only process data as per the GDPR regulations and as per our Data Protection Policy.</li><li>• Develop relationships with other departments as required and work together for the benefit of the charity.</li><li>• To promote Bransby Horses and its work to all visitors and members of the public and ensure an efficient service in line with the Bransby Behaviours.</li></ul> |
| <p><b>This is not an exhaustive list of all of the duties that may need to be undertaken. It may be necessary to undertake other duties to fulfil the objectives of the charity.</b></p>   |

## Person Specification

<b>Education &amp; Qualifications:</b>	<ul style="list-style-type: none"> <li>• An industry recognised Level 2 Equine Qualification is the minimum entry requirement</li> </ul>
<b>Experience &amp; Knowledge:</b>	<ul style="list-style-type: none"> <li>• Good practical experience of working with horses over a minimum of one year, although in most cases it will be more.</li> <li>• Practical experience with Elderly Equine, Laminitis or other specialist areas of equine care is useful.</li> <li>• A good level of health and safety awareness when handling and working around equines is essential.</li> <li>• Understanding of the Animal Welfare Act 2006 is desirable</li> <li>• Understanding of the Control of Horses Act 2016 is desirable</li> <li>• Experience working in a charity would be desirable</li> </ul>
<b>Skills &amp; Competencies:</b>	<ul style="list-style-type: none"> <li>• Good verbal and written communication skills are important for reading instructions, dispensing medication, keeping records and communicating with colleagues and the public.</li> <li>• Competence in all aspects of practical equine care such as grooming, handling, feeding, cleaning is essential</li> <li>• Practical skills in recognising and diagnosing common ailments and administering medication</li> <li>• The ability to drive is not a pre-requisite but it is essential for the majority of our EWAs to be drivers</li> <li>• The ability to follow instruction and work with a high level of attention to detail is essential</li> <li>• A basic level of IT skills</li> </ul>
<b>Personal Attributes:</b>	<ul style="list-style-type: none"> <li>• Positive, professional and enthusiastic</li> <li>• Responsive and resilient</li> <li>• Able to work effectively on your own as a part of a team</li> <li>• Willingness to learn; quickly, to develop skills and to adapt to various situations</li> <li>• Commitment to the charity's purpose</li> <li>• Discreet when dealing with confidential or sensitive matters</li> <li>• Able to promote a professional image of the charity at all times</li> </ul>
<b>Other:</b>	<ul style="list-style-type: none"> <li>• Willingness to travel across site and to sites within UK</li> <li>• Flexibility to work out of contracted hours on occasions. Due to the nature of our work some bank holiday, evening and weekend working may be required</li> <li>• This role involves physical activity and/or bending and lifting. The person carrying out this role must therefore be physically fit to enable them to perform their job effectively</li> </ul>