



LAVANT HOUSE STABLES

WHERE PEOPLE AND HORSES THRIVE

YARD SUPERVISOR

Updated 1.3.17

Reporting to: Yard Manager

Reporting Positions: Yard Assistants, Apprentices & Weekend Assistants

Primary Responsibilities:

To guarantee the efficient day-to-day running of the outdoor business facilities whilst ensuring quality equine care and customer support remain of top priority. To achieve this result you will be responsible for ensuring all Yard Assistants have, and maintain, the necessary skill level to consistently carry out their appointed task – promptly relaying any training needs to the Yard Manager as required.

Specific Duties:

1. Under the direction of the Yard Manager to ensure every horse is maintained in the best possible health by overseeing on a daily basis the correct application of rations, environmental conditions and out-sourced professional maintenance, such as veterinary, farrier and saddler attention as required.
2. Ensuring up-to-date and accurate maintenance records are retained for each horse on site.
3. Overseeing the day-to-day organisation of the yard routine to meet the standards set by this business of time-keeping, tidiness and cleanliness – to consistently supply a healthy and comfortable environment for our horses balanced against the punctual delivery of quality products and services to our customers.
4. In conjunction with the Yard Manager acting as first point of contact with our livery client base, assisting in supplying the very best customer service possible.
5. Uphold the standards laid down for the operation of the business by overseeing safe working practises, discipline, equal opportunity, and maintaining respect between co-workers.

6. To maintain respect, direction, discipline and on-going development for those staff who defer to you – understanding that you must behave as an exemplary role model to them at all times and are responsible for protecting their health, safety and welfare.
7. Ensure equality of tasks amongst your staff, maintenance of standards, providing training or re-training as required, and each Yard Assistant carry an equal workload.
8. As directed by the Yard Manager to maintain the correct and effective use of all resources, including staff, horses, equipment, consumables, buildings, pasture, training facilities and machinery.
9. Responsible for checking and organising the repair of all equine and facility equipment.
10. Participate in the management and maintenance of facilities with particular attention to high standards of pasture management, fencing and associated field services.
11. Make routine inspection of facilities, undertaking the organisation of repairs to yard, pasture and training areas, promptly advising of facility maintenance requirements.
12. Oversee the operation and maintenance for machinery for the daily maintenance of the equestrian facilities.
13. Ensure this area of the business for which you are responsible, runs smoothly in your absence.

Notes:

- (i) This job description is current as at the date shown below and is provided as a guideline, rather than an exclusive list of the responsibilities involved with this role. In consultation with the post-holder it is also liable to variation in order to reflect changes in the job.
- (ii) In addition to the above you may be required to undertake such other duties as the Yard Manager may require and as may reasonably be expected commensurate with your post.
- (iii) In the absence of the Yard Manager the Yard Supervisor will report instead to the Business Owner.
- (iv) The post holder will be expected to show commitment to the business ensuring that any outside activities do not affect or impinge on performance and delivery.