



*Learn skills and make friendships for life*



### **Vacancy: National Co-ordinator for the Aberdeen-Angus Youth Development Programme**

#### ***Aberdeen-Angus Cattle Society Youth Development Programme - Mission Statement:***

*“To encourage and inspire young people to safely and confidently enter the world of cattle husbandry through education, encouragement and participation.”*

#### **Job Description: National YDP Co-ordinator**

As part of their activities, the Aberdeen-Angus Cattle Society feels it is essential to support and encourage young people in the agricultural industry and ensure they are trained for the future.

The Youth Development Programme arm of our organisation is set up to deliver this aim to a targeted audience of anyone interested in cattle from the ages of 8 years to 24 years, and not exclusive to Aberdeen-Angus breeders, but open to all.

The aim of the programme is to develop skills and knowledge of the cattle business. This includes handling, showing, dressing and stock judging in the early part of the programme, progressing to feeding, breeding, housing, health welfare and overall management of cattle, providing training and skills that will be valuable to candidates throughout their careers in livestock, whichever path that may take.

We are in a position where we are seeking to restructure the programme and are looking for a suitably qualified and motivated individual to take charge of a small team of Regional YDP Coordinators (RYDPC) and deliver the aims and aspirations of the programme.

**Job title:** National Youth Development Programme Co-ordinator

**Reporting to:** Chair of the YDP Committee and The Chief Executive of the Aberdeen-Angus Cattle Society

#### **Job role and responsibilities**

- Ensure that the activities are delivered in a safe manner and be responsible for all health and safety pre and during the events
- Take responsibility for the annual budget for the programme
- Receive and approve a budget for each workshop from each of the RYDPC on the prescribed forms
- Always be aware of the mission statement and purpose of the YDP

- Oversee in conjunction with the RYDPC the procurement of 12 suitable Aberdeen-Angus breeders to hold workshops in their regions
- Establish lines and methods of communication to ensure consistency of delivery of the programme between regions
- Ensure that the selected sites offer accessibility to a wide catchment area
- Ensure that the workshops are publicised well in advance of the event
- Encourage RYDPC to liaise with other organisations and YFC schools and colleges in the areas selected to ensure maximum participation at each workshop
- Receive and collate registrations from participants for each workshop
- Ensure that the RYDPC brief the trainers on their responsibilities and safe working prior to the start of each workshop
- Oversee and develop the scoring procedures for participants at each workshop
- Collate and summarise the scoring for each workshop submitted by the RYDPC and enter into a summary sheet and submit to the YDP Chair
- Monitor and supervise the workshops to ensure that all participants have equal opportunity to experience all the activities
- Complete a monthly activity report and submit that to the Chair of the YDP committee and the CEO of the Aberdeen-Angus Cattle Society within the first week of the following month
- Review and analyse the information from each workshop with a view to consistently improving the experience for participants
- Be proficient in the use of social media channels
- Select photographs from each of the workshops and submit with the report to the Chair of YDP and the CEO of the Aberdeen-Angus Cattle Society
- Seek sponsorship for events and activities
- Seek out new partners in the industry that can contribute to the overall benefit of the programme
- Seek and secure sponsorship opportunities from outside organisations and funding bodies
- Establish links with education providers who can offer certification to participants for their achievements

#### **Essential qualities required for the role**

- CRB check is mandatory - any cost in having this completed will be covered by the Aberdeen-Angus Cattle Society
- Current advanced first aid in the workplace certificate – any cost associated will be covered by the Aberdeen-Angus Cattle Society
- Level 3 health and safety in the workplace - any cost associated will be covered by the Aberdeen-Angus Cattle Society
- An excellent communicator possessing good people skills

- A can-do attitude is essential and a good team leader
- A background in agriculture, preferably cattle management
- Proven organisational experience
- An affinity to work with children and young adults of the age groups 8 – 24 years
- A full UK car driving licence
- Proficient in the use of Microsoft Office programmes
- Proficient in the use of social media channels as a method of communication
- A willingness for the YDP to exceed expectations in its delivery of the mission statement
- Prepared to lead by example

### **Remuneration for the role**

The package carries a daily rate and a system of claiming expenses incurred, which we will be happy to share with all applicants. This reflects the responsibility of the role and the desire of the Society to deliver a programme to a high standard.

### **Time commitment**

The workshops are always run on a weekend and where appropriate or practical, it would be required that the National Youth Development Programme Co-ordinator should attend to support the RYDPC.

The finals weekend would be the sole responsibility of the NYDPC with the assistance of the RYDPC to organise and arrange all the activities around that weekend. This includes arranging the venue and ensuring that cattle, equipment, personnel, judges, assessors etc can be available. Hotel accommodation must also be organised for parents and participants who have reached the final, whilst organising all activities as a team with the RYDPC.

It would be requisite that the NYDPC would be present for the YDP Committee meetings to present a report on the activities and table any new initiatives to the committee for discussion. There may be other events that the NYDPC would be required to attend and the daily rate would apply to any required attendance of these events.

### **How to apply**

If you are interested in taking up this role, please apply in the first instance with an up to date CV and accompanying letter to:

*The Chief Executive Officer*

*Pedigree House, 6 Kings Place, Perth, Perthshire, Scotland, PH2 8AD*

Or, email the information to [Barrie@aberdeen-angus.co.uk](mailto:Barrie@aberdeen-angus.co.uk)

Alternatively, for any further information or an informal chat about the roles on offer, please feel free to call:

*Barrie Turner, CEO: +44 (0) 7597 369580 / Andrew Shufflebotham, Chair of the YDP Committee: +44 (0) 7703 820388*