



# **Graduate Trainee – Farm Carbon and Soils Project Assistant**

Job description



## **Job Description:** Graduate Trainee – Farm Carbon and Soils Project Assistant

### **About the Farm Carbon Toolkit**

The Farm Carbon Toolkit (FCT) is a leading UK enterprise that supports farmers and growers to reduce their carbon emissions and increase their carbon sequestration. For over 10 years, we have worked to further the understanding of greenhouse gas emissions in agriculture, providing tools for measurement and delivering projects that inspire real action on the ground. Over the last 18 months, demand for our advisory services has increased. As such, we have been growing our team of employees and subcontractors to meet this demand.

### **Summary of this Role**

We are seeking an individual keen to develop their career in sustainable farming. The successful candidate will work within FCT's advisory team, helping to deliver projects that provide farmers with support and guidance to measure, understand and reduce business greenhouse gas emissions. This involves visiting farms to conduct soil sampling and data entry to help measure their carbon footprint.

As such, this is a practical and highly physical role that involves outdoor work 2-3 days per week (expected). It requires an understanding of sustainable and/or regenerative farming, with a particular emphasis on soil health and a willingness to learn. We expect applicants to have an experience in farming that enables them to interact with and support farmers, quickly building trust and rapport.

To support you, we will provide specialist training on farm carbon footprinting, together with ongoing support as required.

### **About the team and work environment**

We believe in being respectful, professional, empathetic, positive and collaborative, curious and innovative. These values help build our common culture, shape our purpose and guide us in our actions and decisions.

We are inspired by farmers who are showcasing and helping to support a thriving low-carbon farming future that produces healthy, nutritious food for all. And in our work, we are committed to working with all farmers to support them towards this vision.

We are a small, remote-working organisation and recognise the challenges as well as the flexibility that this can bring. We come together as a full team, in-person, at least four times per year to reflect and discuss our work, and plan for the future.

We enjoy working together, collaborating, and learning from each other. We are a dynamic, flexible and supportive team of people who care about each other's wellbeing and the world around us.

We are an inclusive organisation, committed to building a team of capable and thriving people from all walks of life. As such, we encourage applications from anyone who feels they have the relevant experience and skills.

## Role Profile

<b>Job title</b>	<b>Graduate Trainee: Farm Carbon and Soils Project Assistant</b>
<b>Job purpose</b>	To support the delivery of projects that support farmers and landowners to measure, understand and improve their soil health and greenhouse gas emissions.
<b>Responsible to</b>	Technical and Business Development Manager (Becky Willson)
<b>Location</b>	This role is home-based with travel to farms expected. This travel will depend on project locations, as projects are situated all over the UK.
<b>Salary range</b>	£22,500
<b>Qualifications</b>	Ideally educated to degree level in a relevant subject such as Agriculture or Soil Science
<b>Contract</b>	This is a fixed-term contract for 12 months.
<b>Hours of work</b>	Full-time (37.5 hours per week)
<b>Employee benefits</b>	<ul style="list-style-type: none"> <li>• 25 days per year + statutory holidays <i>pro rata</i>.</li> <li>• Pension – we contribute 4% on top of your salary</li> <li>• Generous budget for training and development</li> <li>• Free eye tests</li> <li>• Electric car salary sacrifice scheme</li> <li>• Flexible working arrangements</li> </ul>
<b>Travel</b>	Public transport expenses covered or mileage paid at HMRC rate (currently 45p per mile).
<b>Equal Opportunities</b>	Farm Carbon Toolkit strives to be an equal opportunities employer and commitment to this process will be expected
<b>Probationary period</b>	3 months
<b>Notice period</b>	2 months
<b>Start date</b>	May 2024
<b>Date prepared</b>	7th February 2024, by Becky Willson

\*Full details of Conditions of Employment are set out in the Employment Contract, the main features of which are standard to all staff.

## Key Responsibilities

Project assistance and delivery, covering:

- Soil sampling and visual analysis on farms to measure and understand soil health;
- Supporting advisory team and farmers to gather and enter data to calculate their carbon footprint using the Farm Carbon Calculator;
- Supporting farmers as they transition towards more regenerative practices, turning concepts into practical reality;
- Production of farm and soil carbon reports for farmers;
- Researching issues related to carbon management on farms and organising events for farmers;
- Contributing to the development of resources for the Farm Carbon Toolkit.

The candidate will also be expected to undertake activities that contribute to the day-to-day running of FCT. For example, this might include dealing with farmer queries, developing new resources, research and administrative activities.

Please note that this list is indicative of the key responsibilities of this role but is not exhaustive and may change over time to reflect relevant changes in line with business requirements.

## Knowledge, experience and capabilities

### Capabilities and desirable experience:

- Sound knowledge of the practices, principles, barriers and opportunities for farmers as they adopt different sustainable farming methods
- An understanding of the importance of soil health and carbon management – including an ability to communicate the benefits and challenges that arise for farmers changing farming practices
- Experience working with farmers in an advisory setting (desirable but not essential)
- Experience in research processes and procedures (desirable)
- Understanding of soil management and climate change
- Knowledge of sustainable soil management – including soil surveying, risk assessment for erosion, compaction etc.

## Personal qualities and values:

### Personal qualities

- Commitment to our purpose, culture and values, which include acting professionally, being respectful and inclusive, positive, collaborative, transparent, innovative and pragmatic;
- Comfortable working on own initiative and as part of a team
- Good communication skills – verbal and written
- Flexible and adaptable
- Able to prioritise and meet deadlines
- Self-reflection, and commitment to continual learning and development

### Skills

- Excellent interpersonal skills
- Computer literate, especially in Word and Excel
- Car driver with clean driving licence

## How to apply

Please submit your CV with a cover letter of no more than 2 pages of A4, outlining your relevant skills and experience for the role, to Rachel Hucker at [jobs@farmcarbontoolkit.org.uk](mailto:jobs@farmcarbontoolkit.org.uk).

Please make sure that the file names of the documents you attach contain your name. Please do not include any photos.

**Applications close on Thursday 28th March at midnight.**

**Interviews for shortlisted applicants will be conducted on 18th April 2024.**

Thank you for your interest in the Farm Carbon Toolkit and our job opportunities.