Assistant Dairy Manager

Job Description

Job Title	Assistant Dairy Manager	**Reports To**	Dairy Manager / Farm Manager
Locations Available	Celina, Ohio (MVP Dairy)	**Status**	Full-Time
Salary	Based on experience	**Hours**	55-65 hours per week, based on operational needs

Position Summary

The Assistant Dairy Manager supports the Dairy Manager in the daily operation of the dairy. This position helps oversee animal care, employee supervision, milking operations, feeding coordination, herd health, facility maintenance, and compliance with company safety and animal welfare standards. The Assistant Dairy Manager leads by example, ensuring that employees have the training, tools, and support necessary to achieve production, quality, and animal care goals. The role requires strong leadership, communication, organization, and problem-solving skills.

Essential Duties and Responsibilities

Herd Management

- Monitor daily cow health, comfort, and welfare.
- Assist with reproduction, fresh cow management, and transition cow programs.
- Work with veterinarians, nutritionists, and management teams to implement herd health protocols.
- Monitor milk production, SCC, and other performance indicators.
- Ensure timely identification and treatment of sick animals.

Milking Operations

- Oversee daily milking procedures and employee performance.
- Ensure compliance with milk quality standards and SOPs.
- Monitor parlor efficiency, cleanliness, and equipment functionality.
- Assist in training milking personnel on proper procedures and animal handling.

Employee Leadership

- Assist in hiring, onboarding, and training new employees.
- Supervise and coach employees to improve performance and consistency.
- Help create and manage work schedules.
- Maintain positive employee relations and promote a teamwork-oriented culture.
- Support disciplinary actions in accordance with company policies when necessary.

Feed and Facility Management

- Coordinate with feeding personnel to ensure cattle are fed accurately and on time.
- Monitor feed inventories and communicate shortages or concerns.
- Assist with maintenance of facilities, equipment, water systems, fans, curtains, and cow comfort systems.

- Ensure proper operation of manure handling and waste management systems.

Records and Reporting

- Maintain accurate records related to herd health, reproduction, production, inventories, and employee training.
- Assist in monitoring key performance indicators and preparing reports for management.
- Utilize dairy management software and reporting systems effectively.

Safety and Animal Welfare

- Ensure compliance with company animal welfare standards and protocols.
- Promote a safe working environment and ensure employees follow safety procedures.
- Participate in and lead safety meetings and training sessions as assigned.
- Address welfare or safety concerns immediately.

Continuous Improvement

- Identify opportunities to improve labor efficiency, animal care, milk production, and facility performance.
- Participate in management meetings and contribute ideas for operational improvements.
- Support special projects and other duties as assigned.

Qualifications

Education

- Associate or Bachelor's degree in Animal Science, Dairy Science, Agriculture, or a related field preferred.
- Equivalent dairy management experience may be substituted.

Experience

- Minimum 3-5 years of dairy experience required.
- Prior supervisory or crew leadership experience preferred.
- Knowledge of dairy herd management, reproduction, milk quality, and animal health.

Skills and Abilities

- Strong leadership and communication skills.
- Ability to motivate and develop employees.
- Strong organizational and problem-solving abilities.
- Computer proficiency, including dairy management software and Microsoft Office.
- Ability to make sound decisions under pressure.
- Bilingual English/Spanish preferred but not required.

Physical Requirements

- Ability to stand, walk, bend, stoop, and work in a dairy environment for extended periods.
- Ability to lift up to 50 pounds.
- Ability to work outdoors in varying weather conditions.
- Must possess a valid driver's license.

Success Factors

- Consistently meets herd performance, milk quality, and animal welfare objectives.
- Builds positive relationships with employees and management.
- Demonstrates accountability and attention to detail.

- Leads by example through professionalism and work ethic.
- Promotes a culture of safety, continuous improvement, and operational excellence.

Training and Safety

- Participate in all safety and job trainings.
- Follow safety rules at all times.
- Understand and follow animal welfare standards.
- Use required personal protective equipment as assigned.

Company Benefits

- Health and Dental Insurance
- 401K Retirement Plan with Company Matching
- Supplemental Insurance options through SunLife
- Company provided life insurance policy
- Employee Assistance Program
- Paid Time Off

Apply online at www.mvpdairyllc.com or email resume to cgoodman@mccartyfamilyfarms.com.