



Programme Leader –Rural Skills Lead- Job Description (Sept 2025)

Location	Various locations within 15 mile radius of Oxford
Hours	Part time, FTE 0.4 or 0.6 = 15 or 22.5 hrs p/w (If you would like to discuss alternative hours there may be some flexibility, please get in touch)
Salary	£27,000 (FTE)
Contract	12 months with probability of becoming permanent- subject to funding
Reports to	Programme Manager
Reports	None
Annual Leave	25 days + bank holidays (pro rata)

About Us

Since 2013, FarmAbility has been supporting learning disabled and autistic adults in Oxfordshire, running an outdoor day service for co-farmers (our participants), across multiple sessions each week, throughout the calendar year on various farm and garden sites. Currently we work with over 65 people each week across 6 regular host sites. Our co-farmers are adults of all ages with moderate to severe intellectual or learning disabilities and young people from local specialist SEND provision. Many FarmAbility co-farmers are also autistic and/or physically disabled. Our current co-farmers range in age from 14 to 65 years old. Co-farmers get involved in a wide range of purposeful, real-life farm and work-based tasks, including animal care, egg collecting, wildlife gardening and conservation, vegetable growing, orchard maintenance, cooking and preserving, woodwork and outdoor crafts. Co-farmers also have the opportunity to socialise with others and form friendships. As well as working alongside farm staff at our host sites, a dedicated team of volunteers supports our project and we have close links with near universities, hosting Occupational Therapy and Speech and Language Therapy students on placements. There are always new people to meet and lots of opportunities to interact with others from all sorts of backgrounds at a FarmAbility day.

About the Role

We are looking for an enthusiastic and motivated individual to join our dedicated team of Programme Leaders. Programme Leaders work with colleagues to plan and deliver day to day tasks for our co-farmers to participate in. They are responsible for supporting co-farmers in a range of purposeful outdoor activities on site, with the aim of developing skills and capacities and creating a fun and inclusive environment. This support leads to greater enjoyment, increased confidence, better physical and mental health and more independence for our participants.

Our focus is on a person-centred approach that enables co-farmers to work as independently as possible. As a team, Programme Leaders record individual co-farmer progress on a daily basis in the form of observations, thus contributing to ongoing monitoring and evaluation of impact and enjoyment of the sessions. We have a broad range of experience within our team and we are looking for somebody who will bring complimentary skills within one or more of the activity areas mentioned in the person specification. Our Programme Leaders bring a wealth of professional, personal and life experience to their roles and we are also interested in hearing from people who have skills to share and who are keen to do this in an inclusive and enabling setting with learning disabled people, even if they have not worked formally in services like ours before.

Role Responsibilities

Providing effective and tailored support to co-farmers:

- Welcome co-farmers each day and help facilitate inclusive morning/afternoon planning meetings.
- Support co-farmers to engage with meaningful activities across FarmAbility sites through personalised planning and adaptation of tasks and approaches.

- Ensure that external support workers and volunteers are clear about their role in relation to supporting co-farmers during activities and provide guidance where necessary.
- Work alongside undergraduate and postgraduate students during their placements with the charity and engage in mutual learning to enhance our delivery.
- Participate in daily debriefs where co-farmer observations are recorded and support ongoing collection of monitoring and evaluation data to evidence FarmAbility impact.
- Support co-farmers and families at annual progression reviews to celebrate success and plan future aims, goals and participation.

Management of Risk:

- Ensure that all Health & Safety and biosecurity requirements are observed and adhered to during activities across our sites.
- Be proactive in identifying new risks/hazards as they emerge and contribute to development of appropriate policies and risk assessments in collaboration with the Operations Manager.
- Ensure that any equipment/tools are cleared away at the end of an activity, and the environment left in good order.
- Comply with all accident, incident and near miss reporting and contribute to an open and proactive culture of Health & Safety development across the organisation.

Collaborative Working:

- Work collaboratively and communicate effectively with colleagues in office and farm settings to ensure the successful delivery of our programmes.
- Take on additional responsibilities appropriate to the post as required (for example when new projects are implemented within FarmAbility).
- Occasionally work on weekends/ evenings as required. In particular join in with the team and co-farmer community at annual events including the autumn Harvest Lunch, the Spring Picnic and occasional ad hoc fundraisers across the year.
- Carry out administrative tasks as required by the post, when needed and in a timely fashion.

Person Specification	E (essential) D (desirable)
Specialist knowledge or skills in one or more of the following: farming, woodwork, rural skills.	E
Experience of managing, teaching, leading and supervising groups of people (children, adults) in a practical, activity-based setting.	E
Ability to work independently and with initiative with exceptional communication to colleagues dispersed across various sites.	E
Enthusiasm and substantial experience of work in outdoor settings such as farms and gardens, and in all weathers.	E
Ability to enthuse others and motivate individuals to experience new things through supportive, enabling approaches.	E
Ability to work collaboratively as part of a team and be reliable and dependable for colleagues.	E
Understanding of, and strong commitment to a positive health & safety culture and safeguarding good practice.	E
A commitment to FarmAbility's mission and vision.	E
Great organisational skills.	E
Experience and knowledge of working with people with learning disabilities and autism with an empathetic and enabling approach.	D
Computer literate with familiarity of One Drive, Word, Excel.	D
Car owner/driver with willingness to travel independently to a variety of outreach locations as required.	E

FarmAbility welcomes applications from all parts of our community. We value diversity and seek to promote inclusion, which we demonstrate through our activities, as well as in our policies and working practices. Successful applicants are required to undertake an Enhanced Disclosure via the Disclosure and Barring Service (DBS) and show evidence of the right to work in the UK.

To apply, please send your CV and a supporting statement of no more than 2 sides of A4, detailing **why you would like to work with us and how you match our person specification**, along with a completed **Diversity Monitoring form**, to jobs@farmability.org.uk by **5pm Monday 20th October 2025**.

Issue date: September 2025