



Role Profile

Job Title

Land Based Instructor

Salary range	Point 29
Contract	52 weeks
Main location	Portland College
Hours and basis	37.5 hours per week, Permanent
Reports to	Curriculum Manager
Date of issue	August 2025

Why Portland Charity needs this role

Portland College is a vibrant national college for people with a wide range of disabilities and associated learning difficulties.

This role supports the College by ensuring the animals on our farm are well cared for and adhere to animal welfare guidelines and ensuring the maintenance of the grounds and the wider estate are maintained to a high standard to provide a pleasant and safe environment for all users and visitors.

This role is full time with a flexible working pattern of 7.5 hours per day within the hours of 8am to 6pm. The working pattern does include weekends to cover the care of animals outside of delivery time.

What you will be doing

Horticulture

- Lead on Horticulture and planned grounds maintenance, effectively, including cutting the grass regularly, regular maintenance of the plants and shrubs, along with visitor area maintenance.
- Work with groups of learners to develop their skills and knowledge within the Land Based industry.
- Plant sustainably to include all areas of the campus
- Respond to ad hoc requirements as they arise

Animal Care

- Lead on tasks relating to the health and welfare of animals
 - Lead on animal welfare documentation
 - Monitor compliance of animal care logs on a regular basis
 - Lead on ensuring veterinary care is provided when necessary and monitored.
- Responsible for training new staff working on the farm and/or existing staff for cover purposes.

Key results we want to see from this role

- All areas of the farm and the wider grounds of the college are pleasant, safe, welcoming and a clean environment is provided for learners, staff and visitors.
- Prioritising workload on a daily basis with the use of job lists set by Tutors.
- Meeting and greeting contractors, supporting their work when required to do so.
- Contributing to the wider College community and scope of activities Awareness of and commitment to the College Safeguarding procedures
- Ensuring work schedules/work sheets are adhered to
- Working pattern includes weekends to suit business needs

Dimensions of the role

- Ensure that appropriate industry standard equipment is used
- Ensure that all equipment and resources are stored appropriately to meet policy and



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COSHH requirements.

- Attend training events to maintain current levels of competency of the safe use of equipment and resources.
- Ensure that any concerns or contradictions in the use of equipment are reported immediately.

Key work relationships

- Liaise with staff across all levels, internal and external across the College

Working Environment

- You will be based on the college farm with the Land Based team and will work across the college grounds.
- This is an outdoor role and appropriate PPE will be provided.
- The working week includes Saturday to Wednesday with a flexible working pattern of 7.5 hours per day within the hours of 8am to 6pm.

Other information

Portland College is committed to safeguarding and promoting the welfare of its learners, customers, volunteers and staff. We expect all our staff to be aware of their responsibilities to protect learners, citizens, customers, volunteers and staff from abuse or harm, to promote British Values and to prevent the radicalisation of learners, citizens, customers, volunteers and staff.

Successful applicants will be required to undertake a Disclosure and Barring Service (DBS) check relevant to the role and overseas check where applicable. Provide proof of their right to work in the UK and comply with health screening to assess their mental and physical fitness to carry out their duties.

The post holder is expected to undertake such other duties as the management may from time to time reasonably require.

The above role profile does not form part of your terms and conditions, is not all encompassing and is subject to regular review.

I have read and accept the duties and responsibilities outlined in this role profile.

Signature of post holder

Date