



POSITION DESCRIPTION

POSITION:	Farmhand
DEPARTMENT:	Operations
CAMPUS:	Timbertop
REPORTS TO:	Farm Manager
DIRECT REPORTS:	Not Applicable
EMPLOYMENT STATUS:	Full Time
APPROVAL:	November 2025

WORKING ENVIRONMENT

Geelong Grammar School is one of the world's leading coeducational boarding and day schools offering exceptional education to all of its students, from Early Learning to Year 12. Geelong Grammar School seeks to inspire its students and community to thrive and make a positive difference through its unique and transformational education. Geelong Grammar School has four campuses:

Bostock House (approximately 100 students). Situated in the Geelong suburb of Newtown, this campus caters for day students from Early Learning to Year 4. After Year 4, students from Bostock House proceed to Corio. The Bostock campus has approximately 17 full time and part time teaching and support staff.

Toorak (approximately 320 students) is located in Melbourne. It caters for day students from Early Learning to Year 6. After Year 6, most students proceed to Corio. The Toorak campus has approximately 50 full time and part time teaching and support staff.

Corio (approximately 920 students) offers day, day boarding, weekly boarding and full boarding in Years 5 to 8 (Middle School) and day and full boarding in Years 10 to 12 (Senior School). About 70% of Corio students are full boarders. Approximately 100 staff (nearly all teaching) reside on the campus, with 30 accommodation units being connected to boarding houses, and the remainder consisting mostly of free-standing residences. The campus is like a small community with its own (large) kitchen/dining facilities, a medical centre (9 beds), chapel and maintenance workshops and comprehensive educational infrastructure. The campus also provides high level sport, recreational, training and performance facilities used by the School community. The Handbury Centre for Wellbeing provides a gymnasium, indoor swimming pool, dance studio and multi-purpose playing courts and the (SPACE) provides "State of the Art" auditoriums, performance theatres, creative education hubs and display spaces that utilise the latest in technology.

Timbertop (approximately 245 students) is a boarding campus for all Year 9 students, located near Mt Buller in Victoria's Alps. All teaching staff live on the campus and students spend the entire year at Timbertop taking part in hiking, recreational and community service activities.

KEY RESPONSIBILITIES

The Farmhand is responsible for the following tasks:

- Assist with animal husbandry tasks including calving and lambing and preparation of cattle for showing.
- Assist with Agricultural practical classes when requested, to demonstrate the practical aspects of the subject, including drenching, vaccination, shearing and wool classing, stock handling and grooming, pregnancy testing, artificial insemination, pruning, baume testing, and picking.
- To be involved in the School Service Programme including wood supply collection as required.
- To assist in activities to support the Timbertop program as directed by the Farm Manager, Campus Business Manager and Head of Campus.
- Assist with environment management with particular attention to erosion control, regeneration, fencing, weed control, pasture improvements, firewood collection, and feral animal control.
- Provide support and knowledge to staff and students during TEAM Activities.
- Comply with the School's OH&S and safe working policies and practices and ensure wherever possible and practical that all tasks are undertaken safely and do not pose a risk to other people, animals or School property.

ORGANISATIONAL RELATIONSHIPS:

Internal Liaisons

- Head of Campus - Timbertop
- Campus Business Manager - Timbertop
- Teaching staff – Timbertop
- Operational staff – Timbertop
- Students

External liaisons

- Parents and Guardians
- Visitors to Corio campus
- Suppliers and Contractors

KEY SELECTION CRITERIA:

- Sound knowledge of farm management principles.
- Ability to use a variety of farm machinery and implements e.g. front-end loader, tractors, etc.
- Farm chemical user accreditation
- Computer skills including MS word, MS Excel, Office 365 and the ability to use databases and specific software such as Chemwatch.
- Ability to work with young people.

QUALIFICATIONS AND EXPERIENCE:

- Experience in general farming techniques.
- Horticultural experience (viticulture) will be highly regarded.
- Animal husbandry experience.
- Ability to operate a various pieces of maintenance/ farming equipment in a safe and responsible manner including saw bench, chain saws, power tools, tractors, slashers, post-hole diggers and various other implements/equipment.

COMMITMENT TO POSITIVE, ADVENTURE AND CREATIVE EDUCATION:

Geelong Grammar School is committed to experiential learning with and through nature and Creative and Positive Education.

All staff are required to attend our Discovering Positive Education training course within their first two years of employment at the school. Staff also have the opportunity to participate in ongoing Positive Education training throughout the year.

OUR COMMITMENT TO STUDENT SAFEGUARDING

Geelong Grammar School is committed to the safety of all students and has a zero tolerance of student abuse.

The School's Student Safeguarding Framework, which includes the Student Safeguarding Strategy, Student Safeguarding Policy and Student Safeguarding Code of Conduct, is available on the [GGS website](#), under 'Student Safeguarding'. The School's expectation is that all staff members (and School Community members) comply with the Student Safeguarding Framework policies and procedures and the [Child Safe Standards](#), as applicable to their role. Any queries in respect of this Framework or the School's expectations should be directed to safeguarding@ggs.vic.edu.au.

WORKING WITH CHILDREN CHECK & NATIONAL POLICE CHECK

All employees of Geelong Grammar School must hold a Victorian Working with Children Check (Employment) prior to appointment, and National Police Check completed within three (3) months prior to appointment.