



Forest Preserve District of DuPage County JOB DESCRIPTION

Job Title: Historical Farming Program Assistant

Job Code: 5420

Business Unit: Comm. Services & Ed/Kline Creek Farm

FLSA Status: Non-Exempt

Manager Title: Historical Farming Program Coordinator

Last Date Reviewed: May 3, 2023

Job Purpose

This position uses the livestock and physical facilities of Kline Creek Farm to demonstrate and educate visitors about 1890s farm life.

Essential Duties and Responsibilities

- Educate, interpret and demonstrate historical farming practices to the public through general interaction, planned events or during farm activities
- Perform daily care tasks including cleaning, breeding and husbandry of livestock, monitoring the animal's physical condition, and providing appropriate treatment
- Feed the animals including accurate weighing or portioning the feed for each
- Train and supervise farm volunteers on methods and procedures used to safely operate and maintain the farm
- Perform teamster horse driving duties including grooming, harnessing, hitching and driving the farm's horses
- Maintain and repair the farm's agriculture-related physical facilities
- Adjust and operate the farm's tractor and modern implements
- Construct new period-appropriate farm equipment or facilities
- Perform other duties as required

Education and Experience Required

Related Experience: Two (2) years experience in the daily care of farm animals and maintenance of equipment; or equivalent combination of training and experience.

Knowledge Of: Farm animal care in a living history setting; farm operation techniques.

Skills In: Using farm equipment, including trucks, tractors and utility vehicles; using a variety of tools; repair of mechanical tools and equipment; understanding verbal and written instructions; demonstrating and interacting with the public in a safe manner.

Onboarding/Training Requirements: Criminal Background Check
Driver's License Check
Drug Screen
HBV Series/Hepatitis B (Candidate can refuse)
Mandated Reporter – Abused and Neglected Child Reporting
National Sex Offender Registry Check
Physical
Youth Protection Standards Training
CPR/1st Aid Training

Working Environment and Physical Effort Required

Physical Demands (Indicate the amount of time spent performing the following activities.)

Activity	None	Under 30%	30% to 60%	Over 60%
Stand				X
Walk			X	
Sit		X		
Use hands to finger, handle or feel				X
Reach with hands and arms				X
Climb or balance			X	
Stoop, kneel, crouch, or crawl			X	
Talk or hear			X	
Taste or smell			X	

Check the highest work level required to perform related to lifting or pulling/pushing

	Sedentary		Light		Medium		Heavy		Very Heavy	
Maximums	10 lbs.		20 lbs.		50 lbs.		100 lbs.		Over 100 lbs.	X
Frequency	Small		10 lbs.		25 lbs.		50 lbs.		Over 50 lbs.	X

Describe below the specific duties that require the physical demands checked above.

	Work is primarily sedentary in nature.
X	Other (describe)
Describe:	Farming is almost exclusively an outdoor activity. Daily tasks must be accomplished no matter the weather. Stacking hay bales is very dusty and is often done on very hot days. Plowing is either dusty or muddy depending on soil conditions.

Does the position require personal protective equipment (e.g. safety glasses, steel toe shoes, respirators, etc.)?

	Not Applicable
X	Other (describe)
Describe:	Eye protection for certain tasks; Hearing protection for mowing with the tractor. Steel toe shoes recommended.

Disclaimer: This description is not designed to contain a comprehensive listing of all activities, duties, or responsibilities required of the job.