



Hopefield Animal Sanctuary, Sawyers Hall Lane, Brentwood, Essex, CM15 9BZ

www.hopefield.org.uk

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office@hopefield.org.uk

Registered Charity Number: 1181186

"Saving Animals Together Since 1983"

Job Title: Supervisor

Hours: 32.5 hours per week (8am–4pm, including 30-min unpaid morning break & 60-min unpaid lunch break)

Days: 5 days per week on a rota basis (4 weekdays, 1 weekend day)

Wages: £27,000 per annum

Hopefield Animal Sanctuary is a long-established charity based in Brentwood, and we've been running for over 40 years. We provide a forever home to over 600 rescued, neglected, or unwanted animals. At first, we started by rescuing horses and goats on our 53-acre site. We're home to rescued farm animals, equines, birds, reptiles, and more recently (sadly) – exotic animals.

To help find the funds to continue doing the vital work we do, the sanctuary is open to the public. We use this to showcase our beautiful animals, and to tell people their stories, whilst helping them realise that these creatures are not a throw-away commodity.

Job details:

This is a great opportunity for the right candidate, and it's incredibly rewarding being able to see animals that have been through so much in their previous lives, now living happy, care-free lives at the sanctuary.

About you:

We are looking for someone who is professional, caring and who will help the sanctuary maintain its high reputation. You will need to share the sanctuary's ethos, beliefs, and goals.

The ideal candidate will recognise the balance needed with visitor experience and top animal welfare

You must:

- Have experience with animals (including large animals)
- Be hard-working and willing to muck in
- Be dedicated, with good time-keeping skills
- Have a positive can-do attitude
- Two years animal experience minimum and some leading experience

The role:

- Supervising our staff & volunteers, ensuring roles are carried out correctly and effectively.
- Ensuring our volunteers are well looked after
- Supervising the health and well-being of our residents
- Recruitment - to deliver a hard working, professional team.
- Working with the management to deliver a staff and volunteer rewards program.
- Monitoring and completing health records for the animals.
- Helping with the general day-to-day care of the animals including (but not limited to): cleaning, feeding, watering, and other animal care duties e.g. veterinary care/treatment, monitoring, weighing
- Assisting with monitoring health and safety
- Responsible for management duties when management is off-site
- Monitoring feed, bedding, general materials, petrol etc.
- To deal with grievances and disciplinaries in line with company policies
- Making sure everyone is treated correctly in line with company policies
- Encourage staff and volunteers to grow in a positive and constructive manner
- Making sure the sanctuary is clean, safe, and ready for public, staff, and volunteers
- Helping coordinate our seasonal staff
- Helping with events as part of our management team, including brainstorming new ideas

Additional information:

- Uniform will be provided, but you must have steel toe cap boots
- You will receive a discount in our plant-based café and gift shop

Please note:

This is a senior position, requiring proven experience in a similar environment with a variety of animals. Unfortunately, this role is not suitable for college leavers or those looking to change careers without relevant experience.

If you have the skills, experience, and passion to provide the very best care to our animals, we'd love to hear from you.

Apply now and help us continue giving rescued animals the second chance they deserve
- email your CV and cover letter to office@hopefield.org.uk