



TFA Adviser – Rural Surveyor (full time)

Background

The Tenant Farmers Association is expanding its complement of rural surveyors and is offering a full-time position based largely on home working.

Who We Are

The TFA was formed in 1981 by a group of tenant farmers who felt their interests were not being represented forcefully by existing bodies. Since then it has grown to be the strongest voice representing the agricultural tenanted sector in England and Wales and exerts a major influence at all levels of Government.

The TFA seeks to support and enhance the landlord-tenant system in agriculture and all farmers who do not own the land they use for their businesses. It represents and advises members on all aspects of agricultural tenancy, land occupation, land use and ancillary matters. It also aims to improve the professional and technical knowledge of its members, to increase the flow of new tenancies and other opportunities onto the market and to help the farming industry best apply existing agricultural tenancy legislation.

Candidate Specification

We are looking to appoint a rural surveyor that shares the ethos of the TFA and our determination to provide TFA members with a high-quality level of service.

We are seeking candidates who are enthusiastic, professional, highly organised and motivated for this important role which involves day-to-day interaction with members of the Association who are seeking advice, information and support. Ideally candidates should have previous experience in advisory or advocacy roles within the farming community.

The successful candidate will be expected to advise members on a wide range of landlord/tenant and other land occupancy issues. It would be particularly beneficial for candidates to have a good knowledge of residential tenancies, contract farming and share farming as well as agricultural policy and Government schemes.

An affinity with the agricultural industry and a demonstrable ability to work flexibly in a small team, often independently, will also be requirements for the post.

Applicants must have attained at least their MRICS and/or qualified as a FAAV.

Tasks

- Providing advice, information and support to members of the Association who will contact TFA Head Office through various means including by telephone, post, email and in face to face meetings.

- In addition to providing TFA members with advice under the annual subscription, developing and progressing the **TFAplus** initiative which is about providing professional rural surveying services to TFA members on a chargeable basis. The Adviser will be given an annual target for **TFAplus** work.
- Producing and updating advisory publications for Association members including Guidance Notes, Briefing Notes and contributing to regular TFA Newsletters and E-briefings.
- Keeping TFA staff and officers informed of major issues and problems being reported by members.
- Speaking at meetings arranged by the Association and at meetings arranged by other bodies.
- Representing the TFA in meetings and discussions with outside bodies including Government Departments and Agencies.
- Providing assistance to members on the use of the TFA's Commercial Legal Protection Insurance including advising members and others on the cover available and assisting with claims.

Employment Details

- The role is offered on a full-time basis starting on the week commencing Monday 04 January 2021.
- The annual salary is £30,000 subject to annual review on 01 April (first review 01 April 2022).
- The Adviser will report to the TFA's Chief Executive and will mainly work remotely from home. However, from time to time the Adviser will attend meetings at the TFA Head Office and elsewhere. The TFA will pay the reasonable costs for overnight accommodation and travel expenses.
- Working hours are 9:00am to 5:00pm, Monday to Friday, however, the Adviser will be expected to travel and attend events and meetings outside normal working hours, sometimes staying away from home overnight for one or more nights.
- The Adviser will be expected to work flexibly and from time to time carry out duties not directly part of their own job description.
- Holiday entitlement will be 25 days per year (taken at times agreeable to the Association) together with all English Public and Bank Holidays.
- Unless the Adviser decides to opt out, they will be auto-enrolled into the TFA Workplace Pension.
- The TFA will pay for RICS and CAAV annual subscriptions.

Recruitment Process

Applications in writing with full CVs and details of current remuneration by **Friday, 20 November 2020** to: Sharon Dunn, TFA, 5 Brewery Court, Theale, Reading, RG7 5AJ Tel: (0118) 930 6130 email: tfa@tfa.org.uk

First interviews:	End of November 2020
Second Interviews (if necessary):	Beginning of December 2020
Start Date:	January 2021

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