

HEAD CHEESEMAKER

The goat dairy at Hildene Farm (part of Hildene, The Lincoln Family Home in Manchester, Vermont) is looking for a dedicated individual to fill the role of Head Cheesemaker. This is a full-time position that involves all aspects of artisanal cheese production and creamery management. The Head Cheesemaker represents Hildene within the artisanal cheese industry and promotes Hildene's mission of *Values into Action* by creating high quality, artisanal products on a small scale.

The goat dairy at Hildene Farm is home to our small herd of registered Nubian goats (approximately 18 bred for the 2022 season). The goats are milked from May to mid-fall during which time they are rotationally grazed and used to assist in invasive species management around the property. The milk is made into artisanal cheese and small batches of soap. In the winter, cow milk is purchased from a nearby dairy to continue cheesemaking year-round. The Head Cheesemaker works in partnership with the Goat Dairy Manager to determine a production schedule that balances animal health with product quality and customer demand. The cheese is sold in Hildene's Museum Store as well as through a select group of local customers and a distributor. Cheese is also served at events on property and incorporated into programming. The goat dairy is a state-of-the-art facility open to guests to learn about the goats and each step of the cheesemaking process. In addition, the goat dairy is part of Hildene's larger educational mission and hosts school groups, day camps, and other forms of programming as permitted by social distancing guidelines.

The Head Cheesemaker is the sole full-time employee working in the creamery with part-time assistance as needed. As such they are responsible for setting a high standard for food safety and quality. The right candidate is self-motivated, highly organized, detail-oriented, flexible, and has strong communication skills. They are comfortable working independently and as part of a team. This job requires long hours on your feet and includes some early morning starts. The work is repetitive and physically demanding but rewarding and requires a positive attitude and strong work ethic. A background in cheesemaking and food safety is required. Duties include leading makes, hauling milk, performing affinage, ensuring the cleanliness of the creamery environment, coordinating equipment maintenance, maintaining food safety records, packaging cheese, fulfilling orders, and training staff. In addition, the Head Cheesemaker works with Hildene staff in other departments in the design and implementation of educational programming and materials related to cheesemaking. Other responsibilities include maintaining necessary licensure and certification for the facility and continuously implementing and updating the Food Safety Plan.

HEAD CHEESEMAKER TASKS/RESPONSIBILITIES/PROJECTS

Production related:

- Setting production schedule
- Hauling milk
- Maintaining Weigh and Sample license
- Leading makes

Troubleshooting makes and equipment
Equipment and facility cleaning and maintenance
Affinage
Brine maintenance
Packaging
Training staff on recipes, affinage, and packaging
Delivering orders

Food safety related:

Creating procedures for equipment cleaning and sanitation
Training staff on procedures related to equipment cleaning and sanitation
Maintaining pasteurization records
Maintaining monitoring records
Verifying records on a weekly/quarterly basis
Re-analysis of Food Safety Plan (annually)
Environmental testing (quarterly)
Appendix N testing and related procedures (Split Sample annually, Evaluation biennially)
Calibrating thermometers (annually)

Administrative:

Creating schedule for Cheesemaker Assistant
Communicating with customers
Writing invoices
Tracing product
Setting pricing
Renewing Milk Handler's License (annually)
Renewing FDA Registration (biennially)
Maintaining ingredient/supply inventory
Ordering ingredients, equipment, and supplies
Maintaining office records
Providing input on packaging, language used in marketing and press, etc.

Programming/ Education related:

Group Tours Cheese Tasting
Farm Camp/Youth Corp cheesemaking
Class visits
Cheese tastings – in person or online
Cheesemaking video
Attending Vermont Cheesemakers' Festival
Participating in ACS Judging and Competition as well as other cheese competitions
Writing for Member Brief, website, etc.

HEAD CHEESEMAKER CERTIFICATIONS

Appendix N Testing: Evaluation and approval by VAAF Lab, to be completed before beginning production

Weigh and Sample License: test given by VAAF inspector, must have license to pick up milk at Woodlawn

Preventive Controls Qualified Individual (PCQI) Certification: required to fully understand the structure of the Food Safety Plan and be able to revise and update it which needs to happen annually and/or when any major changes to production occur (new products, new equipment, construction, etc.) This does not need to be in place before beginning production but should be completed before milking starts. A UVM Extension online course is available for free to Vermont Cheese Council members. Go to https://www.uvm.edu/extension/food_safety_training_processors and look for FSMA – Preventive Control for Human Foods or contact Omar Oyarzabal at UVM Extension: omar.oyarzabal@uvm.edu.

ADDITIONAL INFORMATION:

The position is full-time, year-round. Dental and vision. 401K retirement. Paid time off. Holidays.

Please send letter of interest and resume to: brian@hildene.org. You may mail your application:

Brian Keefe, President
Hildene, The Lincoln Family Home
PO Box 377
Manchester, VT 05254

Hildene, The Lincoln Family Home believes diversity in identities, perspectives, and backgrounds, fosters creativity and enriches the workplace for us all. We deeply value different points of view that allow us to include and celebrate the diversity within our company, as well as build out better experiences for our guests and members.

We welcome applicants of any race, religion, color, national origin, citizenship, gender, sexual orientation, age, and socioeconomic, marital, veteran, and disability status.