



# RATHFINNY

## Job Description

Position: Winemaker

Responsible to: Winery Manager

Location: Rathfinny Wine Estate, Alfriston, East Sussex

## Purpose of Position

This position involves the management and co-ordination of all operations of the winemaking facilities at Rathfinny Wine Estate leading to the successful and profitable production of wine under the direction of the Winery Manager. Oversees the daily winemaking operations. Plans, manages, and implements schedules to ensure deadlines are met, and maintains a high-quality standard of wine throughout all stages.

The Winemaker will work closely with and report to the Winery Manager and help ensure that Rathfinny Wine Estate is a top-quality producer of sparkling wine in England.

Alongside sparkling wine, winemaking also includes: Cradle Valley still wines and Seven Sisters drinks.

## Key roles and responsibilities

### Winemaking

Participates in demand planning with production, sales, marketing and distribution.

Plans winemaking, ensuring the winemaking team has enough time and resources to deliver products based on demand planning. Creates a detailed winemaking schedule based on strict deadlines and communicates any changes in the order or delivery date to relevant parties.

Participates in vineyard assessment and works closely with the Vineyard Manager and Winery Manager to agree to the harvest program.

Manages and actively participates in all winemaking operations including set-up, operation, cleaning and maintenance of:

- Press pad and grape processing.
- Primary alcoholic fermentation and malolactic fermentation.
- Blending, filtration and stabilisation.
- Secondary fermentation of sparkling wine.
- Laboratory analysis.

Monitors and provides decision-making expertise in the production areas related to:

- Bottling.
- Maturation and lees ageing.
- Riddling, disgorging and dosage.

Manages related winemaking administration which includes:

- Record keeping of operations related to grapes, juices and wines.
- Quality control during winemaking operations.

Coordinates transport related to bulk wine receipt and dispatch.

Ensures that all operations are run efficiently and cost-effectively.

### Winemaking input control and storage

Manages and actively participates in control and storage of all winemaking inputs including:

- Liaising with suppliers and procurement of all relevant inputs.
- Receipt, quality control, movement, storage and record keeping related to inputs.

Drives the winemaking process, to ensure all inputs are high quality, fit for purpose, delivered on time and budget.

Ensures wine compliance with respect to wine and food laws for domestic and international markets.

### Promotional activity

Actively participates in the wider Rathfinny Wine Estate promotions and public relations.

- Participates in wine tastings for press, on- and off-trade customers and general public.
- Engages with public during wine dinners and events.
- Hosts technical tours of the winery.
- Participates in domestic travel to promote Rathfinny Wine Estate wine in venues around the UK.

### Reporting and communication

Effectively and timely communicates to Winery Manager with regards to key winemaking information including:

- Regular reporting of winemaking performance, including highlighting any operational variations.
- Quality assurance information related to wine and winemaking inputs.

Taking a proactive role in responding to observations, reports and findings to provide appropriate recommendations as well as developing and refining opportunities for improvement.

### Housekeeping, cleaning and security

Manages and actively participates in the housekeeping, cleaning, security and protection of all the winery assets, including:

- Buildings and all plant and equipment in the winemaking areas.
- Wine in storage.
- Property.

### Staffing

Actively manages and supervises permanent and casual winemaking staff, including:

- Assisting in the recruitment of staff for winemaking operations.

- Supervising staff to achieve all activities thoroughly, efficiently and in a timely manner.
- Identifying knowledge and skills gaps, then training staff to become proficient in key processes and procedures.
- Monitoring staff performance.
- Working with Winery Manager to plan, schedule, and review workload and labour requirements to make sure targets are being met on a cost-effective basis.
- Encouraging good rapport and teamwork. Promoting loyalty to the enterprise and each other.

### Safety

Manages and actively participate in the provision of a safe work environment including:

- Complying with all applicable Health & Safety regulations.
- Operating with high levels of safety at all times.
- Communicating safety policies and procedures via example, instruction, training, signs and notices as appropriate within all areas of winemaking.
- Ensuring that all staff, contractors and visitors comply with appropriate health and safety regulations and procedures.

### Maintenance of systems and records

Manages and actively prepares effective systems and records for all areas of winemaking including:

- Leading on the further development and maintenance of a comprehensive winery quality and safety management system which includes standard operating procedures, safe working practices, risk and COSHH assessment, HACCP food safety systems and quality assurance.
- Completing records in relation to winemaking operations.
- Keeping up to date inventory of winemaking inputs.
- Keeping up to date inventory of all hazardous materials, including but not limited to cleaning materials, flammable materials and sulphur dioxide, used in the winemaking process.
- Keeping appropriate records of any accidents in winemaking.

### Production

Actively participates in the wider Rathfinny Wine Estate operations including:

- Additional assistance as required to production operations during peak periods.

### B Corporation

Actively participates in B Corp certification and the adoption of the highest standards in social and environmental performance, public transparency, and legal accountability to balance profit and purpose.

## Position requirements

### Right to work in the UK

### Knowledge and experience

- Higher Education Oenology qualifications
- Significant winemaking experience and expertise (4+ years as winemaker or similar level)
- Planning experience
- Understanding of winemaking software (eg. Vintrace)
- Technical knowledge related to winemaking equipment
- Business skills related to cost control and budgets
- Regulatory knowledge including OH&S and food safety
- Experience related to working with quality systems
- Experience in negotiating and working with suppliers
- Experience in training staff

### Attitude and abilities

- Dedicated to making vineyard-led world-class wines
- Highly organised with the drive to achieve results
- Excellent written and verbal communication skills
- Enthusiastic ambassador for Rathfinny Wine Estate wines
- Ability to manage time and workload effectively
- Strong problem-solving skills
- Strong attention to detail
- Leadership skills including ability to engage and motivate others
- High standards with regards to social and environmental performance
- Ability to work collaboratively with all areas of Rathfinny Wine Estate and outside stakeholders
- Flexibility and the ability to work in a dynamic work environment

### Skills

- Operation of winemaking and grape processing equipment
- Laboratory and microbiological analysis
- Forklift operation

Rathfinny is working towards a diverse environment and all qualified applicants will receive consideration for employment without regard to race, colour, religion, gender, gender identity or expression, sexual orientation, national origin, disability or age.