



FRESHFARM

nourishing our food future

POP-UP FOOD HUB SUPPORT STAFF; 2023 MAIN SEASON

Updated March 2023

WHO WE ARE:

FRESHFARM builds a more equitable, vibrant, sustainable, and resilient food future for the region by producing innovative solutions in partnership with local communities and organizations in the DC area. We create food access, economic development, and community building through hands-on education, farmers markets, and distribution programs. FRESHFARM's Pop-Up Food Hub (PUFH) offers hyper-local food access and distribution services by coordinating wholesale procurement from local farms for underserved buyers. Our team works closely with numerous community organizations that serve low-income families and individuals with a need for fresh fruits and vegetables. Because we source our produce from our farmers markets in DC, Maryland, and Virginia, we support our local farmers while bringing more fresh fruits and vegetables to our neighbors in need.

WHO YOU ARE:

- Collaborative and communicative with a team-player attitude
- Open to taking direction and working independently
- Motivated and proactive thinker who is eager to jump in to support the PUFH's mission
- Not afraid to work outside & get down and dirty with the local food system

WHAT YOU'LL DO:

Pop-Up Food Hub Support Staff are responsible for carrying out a variety of tasks required to successfully fulfill a market operation of the PUFH:

- Setting up and breaking down equipment at PUFH market locations
- Receiving produce from farmers, working in an assembly line, and packing wholesale orders
- Assisting with the distribution of orders by helping load delivery vehicles
- Engaging with customers and market patrons curious about the PUFH

THE PERKS:

- The PUFH is the first (and only!) of its kind. Get first hand experience working with an innovative model of food distribution and learn about DC's local food system along the way!
- Work with a collaborative, diverse, and welcoming team.
- Enjoy an immersive and dynamic work environment - never a dull day at the PUFH!
- Get access to an abundance of local produce!

THE DETAILS:

- This is a part-time, non-exempt, seasonal position with hours ranging from 10-20 hours/week. This role will terminate no later than 11/22/2023, with the possibility of extending through 12/22/2023 based on the organization's needs and employee's availability.
- Required shifts for the 2023 PUFH Main Season (June - Nov) include*:
 - Tuesdays 9:30am-1:30pm
 - Location: CityCenter Farmers Market, 1098 New York Ave NW, Washington, DC 20001
 - Wednesdays 1:30pm-5pm
 - Location: Columbia Heights Farmers Market, 1400 Park Rd NW, Washington, DC 20010

- Thursdays - 2 potential shifts
 - AM shift: 10:00am-2:00pm
 - Location: PUFH HQ, 5028 46th Ave, Hyattsville, MD 20781
 - PM shift: 1:00pm-5:00pm
 - Location: Ballston Farmers Market, 901 N Taylor St, Arlington, VA 22203
- Fridays (3rd and 4th Friday of each month) 9am-12pm
 - Location: PUFH HQ, 5028 46th Ave, Hyattsville, MD 20781
- Saturdays 9am-2pm
 - Location: Chavez Farm Stand, 3701 Hayes St NE, Washington, DC 20019
- ***These shift times represent maximum shift lengths. Shift lengths can vary depending on program needs and demand.** Support Staff may not be assigned to all of the shifts listed above depending on program needs.
- All PUFH market locations are metro accessible and have limited on-site parking. PUFH HQ is most easily accessible by car, but can also be accessed by metro/bus. Small reimbursements for travel may be available on a case-by-case basis.
- This role is compensated at a starting rate of \$19/hr, with an increase to \$20/hr after two years tenure and \$21/hr after five years tenure
- All part-time employees receive 40 hours annual sick leave after their first 90 days of employment. Employees hired for part of the year will be granted a prorated amount of sick leave. This role is not eligible for holiday or vacation leave.

PHYSICAL & OTHER REQUIREMENTS:

- Must be able to regularly load objects up to 50 lbs onto or off of a dolly from a truck or table
- Must be able to regularly push a cart/dolly weighing 150-600 lbs, across a distance of up to 200 yds
- Must be able to work in all-weather conditions in an outdoor environment
- Must be able to remain in a stationary position and/or move about worksite for 3-4 hrs per workday
- Must be fully vaccinated against COVID-19 or able to acquire & submit weekly COVID tests

HOW TO APPLY:

- To apply for this position, please fill out the application form at tinyurl.com/2023supportstaff
- **Applications for this role are due no later than 4/21/2023.**
- We will reach out to qualified applicants for virtual interviews in late April/early May after we have confirmed the PUFH customer interest and staffing needs for the summer.
- Applicants will be expected to provide 2-3 professional/academic references.
- The anticipated start date for this position is 5/18/2023.

EQUAL OPPORTUNITY EMPLOYMENT

FRESHFARM is an equal opportunity employer. We are committed to diversity and building an equitable and inclusive workplace for people of all backgrounds and experiences. We encourage members of traditionally underrepresented groups to apply, including people of color, LGBTQ+ people, veterans, and people with disabilities. We do not discriminate, and will take affirmative action measures to prevent discrimination against any employee or job applicant on the basis of race, color, national origin, gender, gender identity, gender expression, sexual orientation, age, religion, creed, disability, or veteran status in the following areas: employment, recruitment, or advertisements for employment; compensation, termination, upgrading, and promotions; any other conditions of employment.