



## **MARKET STAFF (Columbia Heights Wed - Main Season)**

Updated April 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. Our producer-only farmers markets and food access programs ensure that fresh and local foods are accessible to all while providing vital economic opportunities for growers and amplifying their vital role in improving our regional food system.

### **WHO YOU ARE:**

- Excited to work outdoors at local Farmers' Market as a part of an enthusiastic & collaborative team
- A creative and flexible problem solver who is proactive and communicates clearly
- Passionate about creating inclusive spaces for the community to enjoy & access local food and supporting regional farmers and food producers
- Previous experience in customer service, retail, food or agriculture, or foreign language aptitude - specifically Spanish - is a preferred, but not required

**WHAT YOU'LL DO:** Market Staff are the face of FRESHFARM at markets. They play a key role in the success and growth of markets and work as part of a team in a fast-paced and dynamic environment. Market Staff report to the Market Personnel Manager.

### **Operations**

- Execute day-to-day operations of markets, including transporting equipment and supplies, supporting partners & sponsors, coordinating set up & breakdown, and administering transactions
- Support food access programs & promotional events
- Enforce rules & regulations and safety rules consistently to secure the market & de-escalate conflict
- Provide substitute coverage and assist with other market-related tasks and projects, as needed

### **Administration & Finance**

- Assist with accurate and timely submission of various market reports & logs
- Support monitoring of market statistics, including sales, market fees, and customer counts
- Attend weekly Market Team meetings, check email regularly, and attend other meetings as required

### **Customer Service & Communication**

- Maintain and create an extraordinary customer service experience for the the public & farmers
- Communicate FRESHFARM's purpose and mission to the public
- Work to develop familiarity with the farmers and producers, the neighborhood, the local population, and community partners to create a vibrant and welcoming environment for all.

### **THE PERKS:**

- Get first-hand experience working directly with farmers, producers, and local communities, and learn about DC's local food system along the way

- Work with a collaborative, diverse, welcoming, and fun-loving team
- Get access to an abundance of fresh produce and other exciting local products!

#### THE DETAILS:

- **Compensation:** This is a part-time, non-exempt, seasonal position that starts at \$20/hour with potential for increases up to \$22/hour, based on tenure & performance.
- **Locations:** FRESHFARM is currently seeking Market Staff to work at the following DC market:
  - [Columbia Heights WED](#) - Wednesdays, 1pm - 8pm
- **Hours:** At-market shifts are typically 7 hours per market. There will be an opportunity for some hours for pre-season training, hours for a weekly team meeting, and hours for additional projects as assigned.
- **Seasonality:** This seasonal role may terminate as early as Nov, and no later than Dec 31, based on assigned market(s) schedule(s). Based on FRESHFARM needs and employee's availability, extension through the winter, rehire for the following season, or conversion to a regular role may be possible.
- **Paid Leave:** All part-time employees receive 40 hours annual sick leave, prorated based start & end dates. This role is seasonal and thus not eligible for holiday or vacation leave, or other benefits.

#### PHYSICAL & OTHER REQUIREMENTS

- Must have the ability to: remain in a stationary position and/or move about Market for up to 9 hours per workday; work outdoors in all weather conditions; regularly load 50-100 lbs onto and off of a cart or dolly, with or without an assistive device; regularly push/move carts with equipment (~150-400 lbs), sometimes up to 650 ft.; set up market equipment, including tents & tables
- Access to a personal cell phone, required; \$25/month cell phone stipend provided
- Access to a vehicle is a plus, but is not required (must be able to reliably commute to/from markets)
- Per funding requirements, must be or willing to get fully vaccinated against COVID-19, and receive a booster when eligible OR submit a weekly PCR tests using their own time & resources

#### HOW TO APPLY:

- Complete [a job application via this link](#). No resume or cover letter needed!
- We are looking to hire as soon as possible and will review applications on a rolling basis.
- Those selected to move forward will have a 1 hour interview & provide two professional references.

#### 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.