



FARM STAND MANAGER (at [THEARC](#))

Updated March 2024

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 Farm Stands are small outdoor markets that serve as points of access for fresh, healthy produce for local communities. Farm Stand Managers are recruited from the local community to provide food access services that effectively meet residents' needs.

WHO YOU ARE:

- Excited to work in a customer-facing role in an outdoor setting as a part of an enthusiastic & collaborative team
- Passionate about creating inclusive spaces for the community to enjoy & access local food
- The ideal candidate lives in or is deeply connected to the local community East of the River
- Previous experience in customer service, retail, food or agriculture is a plus, but not required

WHAT YOU'LL DO: Farm Stand Managers are responsible for executing farm stand operations, communicating with farmers, partners, and customers, creating a vibrant and friendly farm stand, and ensuring accurate reporting and use of food assistance benefits programs. This Manager will operate the Farm Stand at [THEARC](#).

Farm Stand Operations

- Set up & take down tables, tents, technology, & signage; unload & pack up crates of produce
- Ensure the site is safe and clean before, during, and at the conclusion of each farm stand;
- Support execution of weekly produce orders to stock the Farm Stand
- Coordinate arrival and departure of farmers & other partners at the Farm Stand

Farm Stand Promotion & Community Engagement

- Promote Farm Stands by distributing flyers or other promotional materials as needed
- Communicate FRESHFARM's purpose and mission to the public.
- Create an extraordinary positive customer service experience, lead cooking demonstrations and tasting sessions, and collaborate with other FRESHFARM teams to implement programming

Administration & Finance

- Assist with accurate and timely submission of market reports, coupon reimbursements, and tracking & monitoring of cash and other important items and information

THE PERKS:

- Lead FRESHFARM's first season of operation of THEARC Farm Stand
- Work with a collaborative, diverse, welcoming, and fun-loving team
- Get access to an abundance of fresh, local produce!

THE DETAILS:

- **Compensation:** This is a part-time, non-exempt, seasonal position that starts at \$21/hour with potential for increases up to \$22/hour, based on tenure & performance.
- **Ideal Start Date:** May 6, 2024
- **Locations & Expected Hours:**
 - Pre-Season (May 6-17): participate in a few hours of training & onboarding
 - Main Farm Stand Season (May 18-Nov 23): operate [THEARC Farm Stand](#) on **Saturdays from 9am - 3pm**; also attend a few hours of training and spend some hours supporting other community engagement efforts in the neighborhood

Note: Most meetings for this role will take place remotely or nearby the Farm Stand. Onboarding and occasional meetings may be at the FRESHFARM office
- **Seasonality:** This seasonal role will **end no later than December 13, 2024**, with the possibility to return next season based on the organization's needs
- **Paid Leave:** All part-time employees accrue vacation in accordance with the FRESHFARM handbook, and receive 40 hours annual sick leave (prorated based start & end dates). This role is seasonal and thus not eligible for holiday 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
- Fully vaccinated against COVID-19 OR submit a weekly COVID test using own time & resources

HOW TO APPLY:

- Complete a job application at bit.ly/THEARC-FarmStand - no resume or cover letter needed!
- We are accepting applications on a rolling basis and looking to hire ASAP. Those selected to move forward will have a 1 hour interview in April. Finalists will also be asked to 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.