



HEALTHY FOODS LOCAL FARMERS

Mill City Farmers Market is hiring Market Day Staff!

The Mill City Farmers Market is a non-profit organization based in Minneapolis, in its fourteenth Market season. Mill City Farmers Market brings together farmers, producers, food artisans, multi-cultural food traditions, chefs, authors, cooking demos, kids activities, farm animals, and live music to educate consumers about sustainable & organic agriculture and our local food economy. We build connections and foster relationships between farmers, entrepreneurs and customers in a fun and lively environment. It is much more than a market; it is an educational experience enjoyed by over 6000 guests each market day. In addition, we are actively involved in the community doing outreach to build a stronger, more sustainable regional food system.

Our mission is to inspire and nurture a healthy community by building a local, sustainable and organic food economy in a vibrant, experiential marketplace.

Mill City Farmers Market: Day Staff

- Saturdays, May-October, 5:15am – 2:45pm
- Each Day Staffer will average between 10 - 14 Saturday shifts

Job description:

- Work as a team with Day Staffers to set up and break down the farmers market including the Info Booth, Kitchen, Sponsor Area, Community Booth, Music, signage and other equipment as needed.
- Understand and represent MCFM's mission and educational programming
- Work in one of the Day Staff roles: Info Booth, EBT or Mill City Cooks Kitchen:
 - Manage Market Information Booth
 - Info Booth set up/break down
 - Familiarity with market vendors, vendor map, seasonality and product availability
 - Merchandise & market token sales
 - Manage EBT/SNAP at the Market
 - Communicate the market's mission to support healthy food access
 - Manage token sales & token tracking
 - Manage token reimbursement to vendors
 - Manage Mill City Cooks Kitchen
 - Set up & break down outdoor demo kitchen and café area
 - Assist Mill City Cooks Chefs with weekly cooking demos and sampling
 - Manage kitchen volunteers and provide feedback
 - Maintenance and stocking of sampling and kitchen supplies
- Support Market Management with all market operations, as needed, to include:
 - Receive and respond to customer comments/complaints and provide excellent customer service
 - Manage Zero Waste stations including: familiarity with Zero Waste procedures & goals, setting up & maintaining Zero Waste stations, training & supervising Zero Waste volunteers
 - Assist in ensuring smooth operation of market and other market tasks as needed
 - Support interns, volunteers and community partners

Mill City Farmers Market, Inc.

704 2nd Street South · Minneapolis, MN 55401 · www.millcityfarmersmarket.org



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Additional Responsibilities

- Weekday communication and planning
 - Work with Market Management and Day Staff to alternate days to cover shifts for 26 Saturdays juggling days off for all staff.
 - Maintain weekday communications with Market Managers & provide timely feedback
- Assist Market Staff at the benefit dinner Sunday, September 8, 2019
- Represent market at educational community events, as needed

What can you gain?

- Customer service experience
- Systems thinking
- Basic and advanced cooking skills
- Cashbox accounting skills
- Connections to our partners in the local food system and food access movement

Qualifications:

- Detail oriented
- Organized
- Excellent communication & customer service skills
- Ability to lift 50 pounds or heavier
- Independently motivated but works well as part of a team
- Positive attitude

Preferred:

- Background **or** expressed interest in sustainable agriculture and local foods
- Customer service experience
- Experience working with volunteers

Hours & Compensation:

- Hourly compensation - \$15/hour
- Must be available to work 10 - 14 Saturdays, May - October (5:15am - 2:45pm)

Key Dates:

- Applications due by March 4. Interviews conducted in early March.
- Must be able to attend training and orientation on April 20, 2019
- Additional market prep hours available last week of April
- Vendor Meeting: April 10th 9am - 1:30pm – attendance *highly recommended*
- Saturday Market opens May 4, 2019 and closes October 26, 2019

To apply:

Submit Cover letter, resume and 3 references to:

Christine@millcityfarmersmarket.org

Application deadline March 4, 2019.

For more information:

Visit our website: <http://www.millcityfarmersmarket.org/>

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