



Job Opening at Solid Ground

Job Title: Temporary Farm Market Assistant

Department: Food Access & Education

Status: Non-Exempt

Supervisor: Community Food Education Program Manager

Salary Grade: 202

FTE: 0.75

Solid Ground believes poverty is solvable. Our communities are stronger when we support stability and break down the barriers to overcoming poverty. Solid Ground does both. We combine direct services with advocacy to meet basic needs, nurture success, and spread change. Through our programs, people gain stability and build skills that equip them to move forward in their lives. Through advocacy, we work toward ending racism and other oppressions embedded in our institutions, policies, and culture that hold people back from succeeding. We bring the voices of people experiencing poverty into the political process, furthering social justice and supporting our entire community to reach its potential.

As our workforce evolves to reflect the diversity of the communities we serve, our agency and workplace will be enriched and strengthened. As such, we will:

- Demonstrate the initiative to learn and enhance skills that promote anti-racism, cultural competency and an understanding of oppression and its impact.
- Participate in intentional learning efforts, including events relating to understanding and dismantling institutional racism and building cultural competency.

Job Summary

The Farm Market Assistant is responsible for coordinating all aspects related to the pop-up markets held at two South Seattle health clinics. They will order local produce, grow and harvest produce from the farm, set up the market stands and run a cooking demonstration at the market. This role is expected to work 30 hours per week for approximately 26 weeks (depending on growing season and ability to procure additional produce) – Starting in early summer ending in late Fall.

Essential Responsibilities, Duties and Tasks

Markets: Setting up for pop-up markets two times per week, - delivery/pick up produce, demo, set up, clean up, produce ordering, demo prep, creating supplemental materials for demo.

Farming: Growing, washing, harvesting and delivering for pop-up markets.

Procuring Produce: Contact local BIPOC farmers and purchase produce for SeaMar pop-up markets. Take delivery of product, (may transport produce to SeaMar clinics), ensure order is complete, obtain invoices, submit check requests for payment and track spending and payment on Excel Spreadsheet.

Education: Collaborating with SeaMar Educators to develop recipes and supporting educational materials. Provide cooking demonstrations as time and funding allow.

Data: Data collection from taking pictures of the produce, cooking demonstrations, and conducting simple surveys. Upload Data onto SharePoint and provide to CFE Program Manager for reporting.

Teamwork: Administrative duties, team and department meetings, and supporting other team members work as needed.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Education & Experience

Requires one of the following:

- a) Experience with agriculture, horticulture, farming, harvesting, community farming, etc. OR
- b) Any combination of education, experience and measurable performance which demonstrates the capability to perform the duties of this position

Also requires:

- a) 1 year experience in food prep or kitchen experience required – food handler’s permit or ability to obtain within 2 weeks of hire date
- b) 1 year customer service or human services experience required
- c) Experience working with individuals from diverse ethnic and social backgrounds

Preferred experience:

- a) Bachelor’s degree in sustainable agriculture, horticulture, or relevant field

Minimum Qualifications:

- Ability to work individually in a self-directed manner and as part of a team
- Demonstrated experience with Microsoft 365 including Excel, Word, etc.
- Excellent communication skills, especially in making public presentations
- Ability to maintain professional, courteous and positive relationships with participants, volunteers and the general community

- Access to reliable transportation, valid driver's license, vehicle insurance that meets Washington State's minimum guidelines and the ability and willingness to travel throughout King County
- Willingness and ability to work with people of all ages from a variety of racial, cultural and economic backgrounds, with various lifestyles, sexual orientations.
- Ability and willingness to work hours generally between the hours of 8 am and 5 pm on a Tuesday - Friday schedule, with occasional evenings or weekend days for events with at least one-month advance notice.

Physical Demands/Working Conditions: This position works in an office setting 20%, and 80% in the field. Office time is spent 15% at the computer and phone and 5% is in meetings. Work in the field is 30% gardening in all weather conditions, 30% running the pop-up markets, 10% driving, picking up and delivering supplies and 10% meetings. Position requires employee to lift/carry 35-50 pounds occasionally, 15-30 pounds frequently and up to 25 pounds regularly. Position requires frequent pushing and pulling of boxes of produce and a wheelbarrow between 15-50 lbs. Position has the ability to sit/stand as needed. Using a stepladder, walking on uneven ground, kneeling, reaching, bending from the waist, bending from the knees, reaching overhead and straight ahead are required. Gripping strength and agility required for handling kitchen and garden tools and carrying with both arms is also required.

Hours and Compensation: This is a temporary 30/week position with hours dependent on market hours but likely to fall on Tuesday-Friday. Pay starts at **\$20.79 per hour**. Salary Range \$20.79-\$27.43. The temporary assignment is expected to end after approximately 26 weeks – in late Fall depending on the growing season and ability to procure additional produce. The position is eligible for Sick/Safe Leave in accordance with City of Seattle Ordinance and Washington State Law.

Solid Ground is an equal opportunity employer committed to workplace diversity. We do not discriminate on the basis of gender, age, race and color, religion, marital status, national origin, disability or veteran status.