



## **Market Staff**

The Neighborhood Farmers Markets is hiring additional Market Staff for our University District (Saturday) and Capitol Hill (Sunday) farmers markets. Market Staff will be responsible for maintaining and supporting the onsite, weekly operations. The position will entail approximately 9-19 hours per weekend with the potential for additional hours during peak season, April-November.

### **MAIN JOB DUTIES**

- Set up and tear down equipment, street closures, and work with Market Manager to ensure that market operations run smoothly throughout each market day.
- Have a thorough understanding of the NFM's overarching mission and be able to effectively communicate this to the public and consistently represent it within the work environment.
- Provide the highest level of customer service to shoppers, vendors and community partners.
- Serve as an effective sales agent by selling merchandise, connecting shoppers and vendors, and administering Fresh Bucks, EBT, and Helping Harvest transactions.
- Enforce market policies and check that vendors are complying with the laws and regulations of relevant agencies such as the WSDA, King County Health Department, and NFM policies.
- Represent the NFM at the markets and in their surrounding communities.
- Support end of day bookkeeping, vendor invoicing, deposit reconciliation process.

### **SKILLS REQUIRED**

- Cultural competency to work well with people from diverse backgrounds.
- Ability to count money and do basic math in a busy environment.
- Respond to issues that arise creatively, efficiently, and effectively.
- Detailed and adept at multi-tasking.
- Spatial and logistics minded.
- Traffic management.
- Team player who promotes teamwork and a positive work environment.
- Work long hours on your feet in all weather conditions.
- Lift at least 50 pounds safely.
- Current or able to obtain KC Health Department Food Handlers Permit.

### **HIGHLIGHT ADDITIONAL SKILLS**

- Fix-it / DIY
- Social media and video editing
- Marketing and communications
- Farm operations
- Event production, children's activities
- Safety training or certifications
- Bookkeeping
- Community engagement and/or small business stewardship

**Compensation:** \$16-\$18 for Market Staff depending on experience and ultimate assigned responsibility.

**Apply:** Send resumes with a cover letter stating why you want to work at the NFM in this capacity. Please also respond to the following questions:

- 1) Which market position are you applying for? Saturday University District shift starting at 5:30am, Sunday Capitol Hill shift starting at 7:30am or both?
- 2) Can you work consistent weekend shift(s)?
- 3) Are you comfortable working outside in various weather conditions?
- 4) Describe your experience in sales and comfort level working with a till.

Applications should be sent to Ivy Fox, Market Operations Manager, [hr@seattlefarmersmarkets.org](mailto:hr@seattlefarmersmarkets.org), and those received by Friday, February 8<sup>th</sup> will receive first consideration.

**About Us:** The Neighborhood Farmers Markets is a 501c3 non-profit supporting Washington State Farmers and serving Seattle neighborhoods since 1993. Our seven farm/food-only Farmers Markets are: University District (Saturdays, year-round), West Seattle (Sundays, year-round), Capitol Hill (Sundays, year-round), Columbia City (Wednesdays), Lake City (Thursdays), Phinney (Fridays), Magnolia (Saturdays).