

## Market Manager FARMER MARK



Interested in making a difference in your community? Have a passion for local food? Farmer Mark seeks managers for our weekly, year-round markets. Help connect local farms, food & craft artisans to the local community.

### **ABOUT FARMER MARK:**

Farmer Mark is an operator of Certified Farmers' Markets throughout LA & Orange County. We operate with a 'farmer first' philosophy that supports local farms and promotes a healthy lifestyle. The farmers' market platform presents incredible opportunities to make immediate and lasting impacts on the health of our local communities. Our team values integrity and a passion to make a difference through food.

We operate weekly, year-round markets in **Westwood Village** (Thursdays 12-5), **Playa Vista** (Saturdays 9-2), **Costa Mesa/SoCo** (Saturdays 9-2), **Newport Beach** (Sundays 9-1). COMING SOON: **West Hollywood** (Mondays 9-2) will join our family of markets in late June.

### **ABOUT OUR JOB OPENINGS:**

We have a candidate-based hiring philosophy. As a small team, we tailor our job descriptions to accommodate our team members' skill sets. Our hiring process will be a conversation and if you're the right fit, we may have additional opportunities for you!

We are currently seeking to hire. These roles could be filled by one person or more than one. Let us know what interests you.

- Market Manager, **Playa Vista** (must be available Saturdays from 6am- 4pm)
- Market Manager, **West Hollywood** (must be available Mondays 7am - 4pm)
- Market Manager, **Newport Beach** (must be available Sundays from 7am - 3pm)

### **MARKET MANAGER POSITION DESCRIPTION & RESPONSIBILITIES:**

Market Managers are valuable members of the Farmer Mark team. As the public face of our markets, market managers connect our communities to our farmers. Managers are responsible for executing all on-site aspects of the market every week, from set up to break down. Managers also oversee market operations and logistics including vendor and community relations, health, agricultural, and public safety regulations, troubleshooting issues, and more.

Market Managers report to the Operations Manager and are responsible for weekly administrative functions including market prep, record keeping, data reporting, and fee & payment management. Managers are expected to maintain an open line of communication with the Operations Manager and participate in meetings, conference calls, and other assignments as needed.

Ideally Market Managers will be available to sub for one another in the various Markets from time to time to support vacations, emergencies, etc.

## POSITION DETAILS

- **Hours:** Approximately 10-14 hours per market per week to start; 8-10 hours on-site at market; 2-4 hours off-site for market prep, wrap administrative work, weekly calls and other assignments. Possibility for additional hours as sub in other markets.
- **Compensation:** D.O.E. We do not provide healthcare benefits at this time but do have great local food perks!
- **Work locations:** At the market, from home, and other locations around the local community as necessary.
- **Commitment:** We are a growing company and rely on our market managers to take pride in executing the market each week. Our markets are year-round, rain or shine. Markets will only be closed in unsafe conditions or when a holiday falls on a market day. This position is typically best suited for candidates who are local to the area of the market. Managers are expected to be available each week during market hours and for prep/wrap work; additional hours are flexible.
- **Will train upon hire.**

## Qualifications

- Self-motivated, quick learner with initiative and drive
- Multi-tasker with excellent organizational skills and attention to detail
- Enthusiastic to show up, make an impact and have fun
- Outstanding customer service representative
- Effective, contributing team player able to take direction and work independently
- Successful community builder with a proven ability to work with a diverse range of stakeholders
- Experience and comfortability with rules and regulation enforcement
- Ability to comfortably and safely lift up to 40lb as needed for market setup/breakdown
- Reliable access to a smartphone, internet connection, and printer
- Working knowledge of Google Suite and Microsoft Office Suite
- Bilingual English/Spanish is highly desired for all management positions.

Applications accepted online only at [www.farmermark.com/jobs](http://www.farmermark.com/jobs)