



Farmers' Market Manager

Countryside Conservancy connects people, food, and land. We manage multiple thriving farmers' markets; offer educational programming for farmers, backyard gardeners, and home cooks with our Countryside U courses; and through our Countryside Initiative program have reestablished working family farms in Cuyahoga Valley National Park.

Position Description, Essential Duties (other duties as assigned) Full Time 40 hours/week

The Farmers' Market Manager reports to the Director of Markets, and

- Implements the purpose, goals and objectives of the Countryside Conservancy and the Countryside Farmers' Markets;
- Enforces the market guidelines and rules, and monitors compliance with regulations and codes, reviewing and updating rules and guidelines as needed;
- Coordinates site logistics with National Park Service, City of Akron, Old Trail School and any other location where markets may take place;
- Recruits new vendors to add value to the markets, balancing customer demands with product availability and vendor success;
- Coordinates on-site set up of farmers and vendors, information booth, cooking demonstrations, and various market events, and manages the necessary supplies and equipment to do so efficiently;
- Communicates with vendors and customers, including weekly newsletters and vendor profiles, inviting input through periodic surveys to assess opinions and satisfaction from both groups;
- Meets with Farmers' Market Advisory Committee for vendor selection and other topics as needed;
- Keeps records and prepares board reports;
- Participates in organizational planning and manages implementation of strategic plan for the markets;
- Supports promotional efforts;
- Manages SNAP and Carrot Cash Programs at Countryside markets;
- Recruits, trains, coordinates and schedules volunteers, including musicians, chefs, non-profit organizations, set-up and parking crews;
- Acts as on-site customer service agent and behind-the-scenes troubleshooter;
- Coordinates special events at the markets and supports Countryside's fundraising activities
- Other duties as assigned

Minimum Qualifications

Must be available on Saturday mornings and Thursday evenings. Must be willing and able to do physical work, lift objects ~50 lbs, and be comfortable with driving a large truck. Must have excellent interpersonal and organizational skills. Proficiency with Microsoft Excel required. Interest or background in local food and sustainable agriculture issues a plus.

Compensation

\$33,000-\$35,000/year plus benefits. Salary commensurate with experience.

To Apply

Applications are due by February 22, 2016. Send a cover letter, resume and three professional references to Beth Knorr at farmersmarket@cvcountryside.org, or mail to: Countryside Conservancy, Attn: Beth Knorr, 2179 Everett Road, Peninsula, Ohio 44264