

Job Title:	Farm Manager
Start Date:	February 15, 2021
End date	Permanent
Supervisor:	BCCF Executive Director
Salary:	\$49,140 (37.5hrs/week)
Benefits:	\$1000 reimbursement (Annual)

Scope of Work

The BCCF Farm Manager will oversee all aspects of BCCF Market Garden and site related production which includes the food forest, community gardens, chickens, bees and other on-farm growing spaces. The overarching goal of the Farm Manager's role is to help improve the efficiency, productivity, and profitability of the market garden and on-farm growing spaces. This position is part of our management team that works collaboratively to shape a positive work culture and deliver programs and services that advance BCCF's Food justice centered mission and vision.

Responsibilities

Market Garden Planning, Supervision, and Farming

- Work with all BCCF staff to ensure that the farm and the other BCCF programs complement one another and achieve the BCCF mission
- Demonstrate appropriate behaviours in line with our Mission, Vision and Policies outlined in the FoodShare Toronto and Black Creek Community Farm Manual
- Understand the importance of the volunteer-staff partnership and integrate the value of volunteerism in dealings with members, volunteers, donors and staff
- Develop, implement and manage an annual plan for the whole site(including community gardens,chickens,bees and other on farm growing spaces) including production, marketing, staffing, and financial plans, with the support of the Director
- Oversee all aspects of crop production, including greenhouse seeding and seedling management, field preparation, transplanting, direct seeding, weeding, irrigating, harvesting and post-harvest handling and support execution as needed.
- Oversee and support execution as needed of the distribution and marketing of the farm produce
- Improve upon and implement a pest and disease management plan
- Create and manage an annual farm budget, then track and adjust income and expense forecasts
- Hire, train and supervise other farm staff, interns, working shares, and volunteers in all relevant aspects of crop growing and marketing
- Facilitate farm team meetings, and oversee the seasonal, weekly, and daily "to do" list
- Develop and implement performance assessment and review systems for the farm team
- Maintain all relevant crop records and ensure the organic certification of the farm
- Oversee farm implements, infrastructure, tools, and supplies, and budget for repairs, replacements, and upgrades
- Maintain monthly reports and statistics
- Other duties as assigned

Required Qualifications, knowledge and Experience

- Demonstrated commitment to Principles of Food Justice
- Minimum 3 years of direct work experience managing an organic market gardening farm on diversified, vegetable farm
- Demonstrated ability to work within a diverse community (people of different ages, abilities and cultural backgrounds)
- Demonstrated experience developing and implementing crop plan
- Competency safely using BCS, tractor and implements
- Desire and passion for working outdoors, with seasonally heavy workloads and public interaction
- Ability to lift 50+ lbs and working long hours in all types of weather conditions
- Valid Ontario Driver's License
- Design and implement irrigation for fields, greenhouses and wash/pack area, as needed including PVC piping, drip tape, sprinklers, misters
- Demonstrated experience managing administrative and financial activities associated with farm production including report and grant writing, well-developed budget and variance reporting experience
- Excellent communication and organizational skills with strong attention to detail
- Ability to manage multiple projects, set priorities and adhere to strict deadlines
- Strong experience with record keeping for organic certification
- Experience working with a four season greenhouse growing and management
- Familiar and proficient with G-Suite (Google Drive, Sheets, Docs, Calendar, Gmail), Microsoft Office, Adobe and computer applications

Description of Work Area

The BCCF Farm Manager position includes:

- Repetitive tasks such as bending, crouching, lifting, and reaching
- Full shifts standing and working on your feet
- Use of hand tools and mechanized equipment
- Regularly lifting 50+ lbs
- Working outdoors in all kinds of weather (heat, sun, rain, cold)

Location(s) of Position: Black Creek Community Farm, 4929 Jane Street

The successful applicant will be required to obtain, or show proof of, a valid Vulnerable Sector Check and Standard First Aid and CPR certification.

TO APPLY: Please send your cover letter & resume in one PDF document to BCCF Director – Leticia Deawuo at hirings@blackcreekfarm.ca by 11:59 pm on **Jan 15th, 2021**. Please put in the Subject of email, your first & last name and the position you are applying for.

Please Note:

Black Creek Community Farm is a member of FoodShare Toronto's [Supportive Partnerships Platform](#), as such, the successful applicant will be an employee of FoodShare Toronto, working with Black Creek Community Farm.

FoodShare is an equal opportunity employer committed to diversity and inclusion. We are pleased to consider all qualified applicants for employment without regard to race, colour, religion, sex, sexual orientation, gender, national origin, age, disability, protected veterans status or any other legally-protected factors

If you feel you need accommodation because of illness or disability, please do not hesitate to contact leticiad@blackcreekfarm.ca. You will also be briefed on FoodShare's policies regarding accommodation and the Accessibility for Ontarians with Disabilities Act.

Please note that only candidates selected to move forward in the hiring process will be contacted.