



Job Title: Market Garden Assistant

Main Tasks:

This position provides support to the BCCF Market Garden in all areas of field growing and market sales work. All work will support the management of 3 acres, which includes 1 acre of certified organic vegetable production for a CSA, an on-site farm store, and additional sales channels.

Job Description (duties include, but are not limited to):

- Assist with seeding, planting, weeding, harvesting, post-harvest washing and processing, and storage of vegetable crops.
- Assist with the maintenance of market garden field perimeters and market garden related infrastructure: greenhouse, tool storage, wash station, walk-in cooler, and farm store.
- Assist with relationship building with local residents, partners, and organizations to develop new sales channels for farm produce
- Assist with all market garden's communications activities (e.g. weekly updates to members, social media posts)
- Help create and distribute marketing materials to promote the BCCF's CSA (a Community Supported Agriculture weekly vegetable subscription program), on-site farm store, and markets.
- Assist with BCCF's CSA pick-up, on-site farm store, markets, and deliveries
- Assist with online and in-person customer service
- Assist with market garden field production record keeping
- Help with online and in-person sales transactions and tracking
- Help with general market garden administrative tasks as needed

Additional Duties

- Provide support to other BCCF program areas when Market Garden and other BCCF program collaborations take place.
- Share indoor and outdoor housekeeping duties with other BCCF staff.
- Support monthly BCCF all-farm special events
- Other duties as assigned.

Qualifications:

- **Interested applicants must be registered with Miziwe Biik Aboriginal Employment and Training**
- Food growing, administration and marketing experience.
- Food growing experience in a market garden context is preferred, but candidates with strong gardening or other horticulture related experience will be considered.
- Strong attention to detail, ability to follow instructions, ability to multitask.
- Positive attitude, strong communicator and team player. Demonstrated ability to work independently and as part of a team.
- Good customer service skills.
- Good organization and time management skills.

- Experience working with diverse communities.
- Those with anti-racism and anti-oppression training are preferred, or must be willing to learn and take part in organizational training in these areas.
- A valid Ontario Driver's License is an asset.

Job Requirements:

This position requires the following for effective field work:

- Physical work outdoors in all weather conditions.
- Manual dexterity, repetitive bending, kneeling and lifting (25 to 30 lbs).
- Strong attention to detail.
- A large amount of standing and/or walking.

Reports to: Farm Manager

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

Salary: 18.50

Anticipated Start date: April 2021

End date: March 31st, 2022

Hours per week: 35

TO APPLY: Please submit your cover letter and resume to Hiring@blackcreekfarm.ca. Please apply by 5 PM April 14, 2021.

Please note:

BCCF is a member of FoodShare Toronto's Supportive Partnerships Platform - staff hired for this position will be employed by FoodShare Toronto, and their work location will be 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 an accommodation because of illness or disability during the application process, please do not hesitate to contact Human Resources at your earliest convenience – hr@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.

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