

# Assistant Manager Job Announcement

## Blue Moon Community Farm

### Stoughton, WI



**Application deadline is February 1, 2019 or when positions are filled**  
**Early applications encouraged**

We are a CSA and market farm outside of Stoughton, WI. In 2018 (our 15<sup>th</sup> CSA season) we distributed 180 weekly CSA shares, and a weekly Saturday farmers market consumed the balance of our 6.5 acres of vegetables and 3 hoopouses. Our Assistant Managers work closely with the farmer to lead and manage all aspects of the operation. Ideal candidates are motivated, skilled individuals who embrace our commitment to top quality food production through efficient and thoughtful management. Those with a desire to farm long-term will gain meaningful management experience—many farm alumni have gone on to start vegetable operations.

In addition to performing the many aspects of production that all employees participate in (planting, weeding, harvesting, etc), our Assistant Managers will have specific areas of oversight such as those listed below. Areas will be determined in the hiring process and adjusted as needed during the season:

- o Greenhouse management
- o Field crew training & supervision
- o Harvest and postharvest management
- o Irrigation tasks
- o Management of our 3 production Hoopouses
- o CSA preparation and site hosting (on-farm pick-up only)
- o Market sales at our stand at the Westside Community Market in Madison (Saturdays, April-November)
- o Maintain Farm Record-keeping Logs
- o Tillage and field preparation
- o Mechanical seeding and cultivation

### **Position Requirements:**

- o 2-3 years experience in direct-market and/or diversified vegetable production, preferably in the CSA model
- o Excellent communication skills
- o Detail-oriented
- o Ability to work quickly and carefully, and motivate others to do the same. Speed and efficiency make or break a vegetable operation.
- o Punctual
- o Motivated and thoughtful

### **Ideal Candidates will Have the Following:**

- o Experience selling at Farmers Markets or other direct market sales
- o Tractor operation and/or maintenance experience (for a position involving tractor work)
- o Interest in a multi-year position
- o Experience supervising other workers or volunteers

### **Season Length:** Mid-February through November (limited off-season work possible)

This position is part-time (16-20 hrs/wk) from mid-Feb through early April (depending on weather and the start of the field season). Hours increase to 40-50 hrs/wk from mid-April 15-through November.

**Hours:** (Main season) 7:30am-4:30pm M-F (42.5 hrs/wk with 30 min unpaid lunch) plus Saturday market hours. Early season work days tend to be Tues-Thurs, but can be arranged at the time of hire.

**Compensation:** Commensurate with experience, starting at \$13/hr plus health care stipend (no health plan offered), workers compensation, work gear stipend, paid time off, and farm products. No housing is offered with this position. Madison is just 15 miles from the farm and offers many housing options including co-op and group houses.

We reward high quality performance—in-season raises and year-end bonuses haven been awarded often in the past.

### **How to apply:**

If interested, please submit a resume and 2 work-related references to Kristen at [bluemooncommunityfarm@yahoo.com](mailto:bluemooncommunityfarm@yahoo.com)