

## **Assistant Market Manager, Modesto Certified Farmers Market**

Compensation: Salaried.\$2,600 per month.

Approximately 40 hours per week (slightly more during peak harvest, slightly less during off months).

Education: Must have graduated high school or equivalent. College degree or course work is desirable.

Position requires a valid drivers license and a clean driving record

Vacation: Two weeks per year.

Employed at the will of the Modesto Certified Farmers Market Board of Directors with substantial input from the Market Manager.

Please send resume and introduction cover letter to:

Modesto Certified Farmers Market  
Assistant Market Manager Position  
P.O. Box 3364  
Modesto, CA 95353

or

Email to [modestocfm@gmail.com](mailto:modestocfm@gmail.com)

or

Hand deliver to the Market Manager

Position interest resumes with cover letter should be submitted not later than Friday, May 26, 2017

### **Job summary**

The Assistant Market Manager takes direction directly from the Market Manager and assists the manager in fulfilling the goals assigned to the manager by the Board, such as market setup and teardown, working with market members, customers and other stakeholders and providing all administrative functions to insure a successful and safe market.

### **Position requirements**

A successful candidate should have the following skill set at a minimum:

Be familiar with the general operation of farmers markets

Be familiar with the general differences between a farmers market and a certified farmers market.

Be able to work with minimal direction

Have excellent interpersonal skills, including tact, and negotiation ability

Have clear and organized work habits and maintain a positive attitude

Be flexible in scheduling and work directions

## **Assistant Market Manager, Modesto Certified Farmers Market**

Have excellent oral and written communication skills

Be a creative problem solver

Be committed to local food, nutrition, health and wellness

Have skill in program development and management

Have the physical ability to lift up to 50 pounds

Have the ability to collect and analyze data about the market

Have knowledge of the operation of a computer, including word processor and spreadsheet programs.