

## **Marketing and Sales Associate, part-time**

### **Elmwood Stock Farm, Georgetown KY USA**

The Farmers Market Sales Associate will professionally assist customers with products, inquiries, and questions to make sales of vegetables, flowers, herbs, meats, eggs, and other farm products at the weekend farmers market booth. Working with other team members, the sales associate will load at the farm, travel to the market, set up the booth, conduct sales, pack up the booth, return to the farm, and unload. A positive attitude, a willingness to help the public with excellent service, and a desire to stay busy are essential for this position.

### **Job Responsibilities**

- Load vehicles with appropriate items in orderly fashion with attention to detail.
- Unload each item by hand and place in designated space to set up an attractive, orderly, and accessible market booth. Follow farm protocol regarding setup, signage, and product display.
- Restock products as needed throughout the market, and if needed upon returning to the farm.
- Make sales, take payments, make change, and record transactions as directed.
- Extend excellent customer service to all customers in all interactions with courtesy and respect.
- Make certain product quality is always maintained.
- Communicate and report issues to guarantee customer satisfaction, and market management satisfaction.
- Operate market booth in accordance with rules of the farmers markets and the health departments.
- Operate commercial vehicles in compliance with local, state, and federal laws.
- Keep vehicles and market equipment clean and communicate any maintenance issues or repairs needed in a timely way.
- Participate in market planning meetings, team meetings, and other activities to prepare for upcoming farmers markets.
- Become well-versed in the best practices for post-harvest handling of Elmwood organic meats, eggs, fruits, vegetables, flowers, and pantry items.
- Be trained in Good Agricultural Practices (GAP) and maintain compliance with food safety standards.
- Gain knowledge on Organic Certification and maintain compliance during packing, transport, storage, and distribution.
- Additional tasks as the needs of the farm change over the season.

### **Required Skills/Traits**

- Possess excitement for being trained quality standards, transport and display procedures, and customer care processes with an expectation to gain and retain knowledge quickly.
- Positive attitude and desire to meet high expectations.
- Good communication skills and ability to excel in a team work environment.
- Must be dependable, reliable, consistent, and on time ready to work.
- Excellent customer service, communication, and problem-solving skills.
- Able to maintain a polite, empathetic, and professional attitude and manner.
- Ability to work for periods of time in a highly dynamic and fast-paced system.
- Ability and willingness to be flexible and respond to changing circumstances and expectations.
- Ability to work in indoor and outdoor conditions directly affected by weather, including heat, humidity, rain, and cold. (The market is held outdoors under shelter, year-round.)
- Ability to use mental math skills of addition and subtraction.
- Physical Requirements: standing, walking, carrying crates of product, stooping, lifting, loading up to 50 lb., unloading up to 50 lb., working in walk-in freezers, working in walk-in refrigerated coolers, working

- inside packing barn in summer temperatures, pushing and pulling carts of product, working outdoors.
- Technological skills: the aptitude to learn customized software programs and use smart device applications as necessary.
- Adherence to company employee manual, COVID-19 policies, and terms of employment policy.
- Valid active driver's license with 3 years clean motor vehicle record.

**Compensation and benefits Elmwood Stock Farm provides:**

- Hourly wage.
- Access to extra produce and vegetables; discounted farm-raised meats, eggs, and pantry items.  
Workers compensation insurance.
- Work performance evaluation and review.
- Satisfaction of performing meaningful work providing nutritious, wholesome, and safe food to individuals and families that are appreciative and dependent on what the farm provides.
- Gain experience working in the commercial production and sales of USDA Certified Organic products.  
Opportunity for advancement and professional development.