



## **FARM STAND ASSISTANT MANAGER**

*Share the Harvest Farm, East Hampton NY*

*\$20 per hour commensurate with experience*

*Seasonal (May to October), with potential for year-round employment*

## **ABOUT SHARE THE HARVEST**

Founded in 2010, Share the Harvest Farm is a 501(c)(3) non-profit organization dedicated to fighting food insecurity on the East End of Long Island. Through our farm stand, we sell freshly-harvested local produce and artisanal products from our farm and over 60 east end producers, helping to support our mission to nourish our community.

## **JOB OVERVIEW**

We are seeking an energetic and dependable Assistant Farm Stand Manager to support the day-to-day operations of our farm stand. This role is integral to our team, suited for someone who is passionate about local food, community engagement, and spending their summer outdoors. The Assistant Farm Stand Manager will play a key role in collaboration with the Farm Stand Director to ensure smooth operation, high-quality customer service, and effective product management.

## **KEY RESPONSIBILITIES**

- Support the Farm Stand Director in the daily operations of the farm stand including opening and closing procedures.
- Assist in managing the farm stand team, ensuring a friendly and enthusiastic customer service experience and overseeing the completion of daily tasks.
- Help with ordering product, supplies and taking stock at the end of each day.
- Manage setting up and breaking down the farm stand daily, including creating visually appealing product displays.
- Assist in maintaining produce quality throughout the day (e.g., temperature control, shade, hydration).

- Overseeing the register: the handling of cash, and credit transactions, ensuring accuracy and compliance with financial procedures.

## **QUALIFICATIONS**

- Prior experience in sales or retail; farm stand experience is a plus!
- A people person with a passion for good food, supporting local, and community.
- Strong team player with effective communication skills.
- Familiarity with POS systems is beneficial.
- Physical ability to stand for extended periods and lift up to 50+ lbs.
- Valid driver's license; comfortable with occasional driving duties.
- Must be able to work in various weather conditions.
- Must have own housing and transportation.

## **WORK SCHEDULE**

- Full-time preferred; must be available to work from Thursday to Sunday.
- Seasonal position from May to October, with potential for year-round employment.