Position Description: Farmers Market Student Staff Call for Applications

Since its beginning in 2012, The Farmers Market at Maryland has been serving the UMD community by bringing fresh, local foods directly to campus. All of the vendors at The Farmers Market come from within 250 miles, and all provide healthy, sustainable foods or other products for our campus community to enjoy.

Our hope in establishing the Farmers Market at Maryland is to introduce students to buying and supporting local food initiatives. We believe that access to fresh foods and local farmers fosters a positive relationship with one’s community, and that the Farmers Market at Maryland is a great way to connect - “farm to campus”.

The Farmers Market Student Staff position requires 10 hours per week offering $10.25 per hour throughout the 2018 Market Season. The 2018 Season will start on March 26, 2018 and continue through December 7, 2018. The primary support will take place during the Farmers Market at Maryland operating hours on Wednesdays, 10:00 am to 3:30 pm. Additional hours will be scheduled in office throughout the week for the promotion/support of the Farmers Market. The Farmers Market Student Staff will support the Market Manager in the following aspects:

- **Duties**
  - Provide customers with information concerning the market and vendors.
  - Set-up and break-down of market on Wednesdays.
  - Maintain a safe and clean market environment during and at break down of market, including proper equipment storage.
  - Support the Farmers Market Information Table through set-up, staffing, and assisting with special event (etc. tabling).
  - Provide vendor support, cooking demos support, and other duties as assigned by the market manager.
  - Develop and manage student volunteer program through scheduling, promoting teamwork building, and organizing volunteer opportunities on non-market days. (Flyers and chalking)

- **Promotion and Marketing**
  - Promote the Farmers Market through social media, with sustainability blogs around campus. This includes weekly content for Instagram, Facebook, and Twitter. Post on Instagram at least once a day and 3 time per week on Facebook and Twitter. Posting should contain photography taken by intern and it must contain a clear, creative theme with photography.
  - Create banners, posters, and flyers with programs such as Photoshop and Canva is highly desirable.
  - Visit vendors with market manager and develop reports about vendors to be shared with Farmers Market at Maryland community.

- **Record Keeping**
  - Maintain customer count log during market hours. Keeping log updated to a shared Google Sheet.
  - Support Farmers Market program assessment and evaluation through development and collection of questionnaires, market surveys, and other metrics.
• **Physical Demands/ Work Environment**
  
   The Farmers Market operates rain or shine. So extreme weather conditions should be expected – Heat, cold, wind, and rain.
   Heavy lifting of chairs, tables, tents, and other equipment – 50 lbs. Max

• **Market Work Hours – Every Wednesday (Closed July 4, 2018 for observation of Independence Day)**
  
   Regular Hours – April 4, 2018 through November 14, 2018 hours are 10:00 am to 3:30 pm
   Summer Hours – May 9, 2018 through August 22, 2018 hours are 10:00 am to 2:30 pm
   Hours can be changed at the discretion of the market manager.

Successful candidates should consider themselves to be hard-working, self-motivated, detail oriented, and able to demonstrate good communication skills under pressure. The student staff will also have the opportunity to develop and suggest new ideas and programs for the Farmers Market. This position may count toward internship credit.

How to Apply: Email your resume and cover letter explaining why you would like to work with the Farmers Market at Maryland to TerpMarketManager@umd.edu with subject line “Farmers Market Internship. Submit your application by March 18, 2018.