

ASAP (Appalachian Sustainable Agriculture Project)

Position: Assistant ASAP Market Manager

Classification: Hourly contract, \$15/hr

Supervisor: ASAP Farmers Market Manager

Purpose: The Assistant Market Manager is responsible for providing operational and promotional support to the ASAP Farmers Market/Asheville City Market year round (the current location is at 340 Victoria Rd., Asheville, but is subject to change). The Market Assistant is scheduled for at-market shifts including pre-market and post-market tasks. Hours will vary based on market schedules and will average from 5 to 7 hrs./wk. Related responsibilities or support for other Local Food Campaign programs may be assigned as needed.

Responsibilities include, but are not limited to:

- Assist with the transport of equipment, supplies, and materials to/from market
- Assist with pre-market preparations and set-up
- Provide at-market support to market manager, vendors, partners, and customers
- Provide customer service at the market information booth, including token sales, responding to customer questions, actively engaging customers in support of market's promotional initiatives, etc.
- Assist the market manager in the enforcement of market policies, rules, and regulations
- Assist with post-market break-down

Preferred knowledge, skills & experience:

- Physically able to handle repetitive tasks including lifting and carrying (50lbs)
- Reliable in meeting assigned schedules and responsibilities. This means being able to commit to most Saturdays throughout the season.
- Ability to complete routine duties with consistency and attention to detail
- Comfortable participating in customer engagement activities/events
- Commitment to effective customer service

To Apply

Email your résumé and cover letter to acm@asapconnections.org. Put 'Farmers Market Assistant' in the subject line. This posting will remain open until filled. Applications accepted only by email. **Please do not call or come by the office.**

ASAP is an equal opportunity employer and does not discriminate on the basis of race, color, religion, gender, age, national or ethnic origin, disability, sexual orientation, gender identity,

political beliefs, creed, marital status, genetic information, veteran status, or any other classification protected by applicable law.

Appalachian Sustainable Agriculture Project
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