

PT Assistant Flower Grower & Farmers Market Attendant

Part Time, Seasonal position

This position is for someone who has an interest in floral design, farming, and customer service. We are looking for one hardworking individual to join our growing cut-flower program. This individual will work in the field, in the design studio, and at the Hope Street Farmers Market in Providence. The right candidate for this position is reliable, self-motivated, organized, customer-service oriented, and knowledgeable about cut-flowers. The ideal person will thrive in the fast-pace of the market, staying organized and striving to give excellent customer service.

Schedule Details

The schedule for this position varies slightly as the season progresses.

April - October 25 average 2 days, 16 hours a week

April 14-25 - 2 week days (flexible which days) 8-4

May 1 - October 25 - Fridays, + Saturdays 7-3

Responsibilities include:

Field Shifts

This position reports to the farm owners and the Floral Design Lead.

- **Greenhouse**
 - Assist with weekly seeding schedule and daily watering. Open and close greenhouses daily, depending on weather as applicable to your schedule. Maintain organization of the greenhouse and tables outside.
- **Flowers**
 - Harvest and bunch flowers at their peak, possess the knowledge of proper harvest stage and stripping/processing techniques. Harvest crops for drying as necessary.
- **Assist in planting and maintenance of flower field**
 - Participate in all aspects of field work from bed prep and transplanting to weeding and bed maintenance. Apply knowledge of proper plant spacing, bed prep techniques, plant variety identification, and appropriate time management as outlined in training.
 - Add trellising / support as needed, Assess the health of the flower crops, Dead head applicable varieties, pinching / pruning as necessary
- **Maintain storage of flowers**
 - Store properly in clean buckets with cold water, keeping in shade until stored in the cooler
 - Maintain date labeling of buckets and rotation of product- first in first out.
 - Wash dirty buckets & store properly

- **Floral Design**
 - Make flower bouquets for CSA, wholesale accounts, farm stand, and farmers market. Assist with wedding and event design as needed.

Farmers Market shifts

Once the market season begins, this team member will be responsible for packing the van and attending the Hope Street Farmers Market every Saturday

- **LOAD THE VAN:**
 - Manage the loading of the delivery van while maintaining organization and quality of product. Refer to checklist to make sure all items are accounted for
- **AT THE MARKET:**
 - Drive a company vehicle to Providence
 - Independently set up and operate market booth in compliance with market opening schedule + rules
 - Keep track of customer list for Flower CSA
 - **Interact with customers**, engaging folks to learn about our farm and to sell flowers. Sell pre-made and made-to-order bouquets, making up-selling suggestions to increase sales. Educate customers about our wedding design offerings to increase leads.
 - Accept various forms of payment, assisting customers with their purchases and handing out marketing materials. Use Square on an Ipad to track sales and accept payment. Maintain an accurate cash drawer
 - Maintain tidiness and visual appeal of the booth. Get rid of empty buckets, maintain high quality of product by removing broken flowers, arrange market booth in an inviting and approachable way
- **AFTER THE MARKET:**
 - Record remaining inventory and stock farm stand with leftover flowers. Wash buckets and maintain rotation of flowers in walk-in. Maintain cleanliness of delivery vehicle.

Communication

- We use an app as a schedule and to assign our weekly tasks. This team member will be required daily to read and check off tasks on our shared list on a smart phone or company ipad.

Reliability is extremely important. Must be committed to the full season. Please inform us of any planned vacations at the start of the season. **Given that this is a part time position, time off requests are unlikely to be granted for Saturdays during market season. Preference will be given to a candidate that can commit at hiring to being present for all 26 market Saturdays, May-October.**

Requirements:

- We require that you are able to lift and carry up to 50 lbs
- We work rain or shine and require our team to be adequately prepared with appropriate attire for rain/mud/extreme heat/snow. You must be in good physical health and able to come to work hydrated and ready to work in hot weather
- You must have reliable transportation
- 1 season of related farming or floral design experience preferred but not required.
- Owning a smart phone is not a requirement to apply
- Valid drivers license and insurance are required

Compensation \$15.75 per hour plus:

- 10% employee discount off items sold in the farm stand (some exclusions apply).
- A half share vegetable CSA for the main season
- Paid lunch break
- Sick pay accrued at 1 hr per 30 hours worked up to 40 hours per year
- \$50 clothing stipend for the purchase of work related gear
- \$50 massage/wellness stipend for bodywork of your choice