



Tacoma Farmers Market Fresh Express Mobile Market Program Coordinator

Overview

The Tacoma Farmers Market creates vibrant marketplaces where local farms, small businesses, and organizations connect directly with the community. TFM is a 501c (3) nonprofit organization operating four farmers markets in the Tacoma metropolitan area and a mobile farmers market serving Greater Pierce County, celebrating our 31st year as an organization in 2020. Learn more about TFM at <http://tacomafarmersmarket.com>.

Launched in response to rising food insecurity in Greater Pierce County due to COVID-19, our Fresh Express Mobile Market will serve 10 sites throughout the county in 2021 with the aim of improving access to fresh, affordable food for everyone in our community, freeing up income of SNAP eligible shoppers for other uses, and improving nutrition for market shoppers. Market sites are in areas where residents have low access to healthy food, and include community centers, mixed income neighborhoods, food pantries, and other partner sites. The Fresh Express sources from local farms and small food businesses and emphasizes supporting business owners from communities historically marginalized in the United States food system, helping build an equitable local food economy.

Position Summary:

Under the direction of the ED, the Mobile Market Program Coordinator will work with the Mobile Market Operator, Mobile Market Americorps VISTA, and Food Access Intern in performing outreach and engagement with local farms, small food businesses, community partners, and neighborhood residents to source and sell affordable, healthy food through the Fresh Express. Goals for the position include:

- Increase access to healthy and culturally appropriate food for at least 2,000 Pierce County residents
- Engage at least 25 local farms and food businesses as suppliers
- Create systems for inventory management
- Strengthen existing community partnerships and build new relationships with organizations and individuals in Low-Income, Low-Supermarket Access areas

Essential Job Functions

Market Coordination (60% of time)

- Coordinate ordering from and payment to our vendors
- Work with site partners to determine days and times of markets, desired products, and other considerations
- Work with TFM staff and community partners to promote Fresh Express open hours via social media and other marketing streams

Market Operations (40% of time)

- Track vendor and shopper data
- Perform market reconciliations



- Assist with on-site operations on a regular basis (this may include receiving products, driving the market truck, setting up tables and market displays, interacting with customers to explain incentive programs, and selling market products)

Qualities and Experience

The ideal candidate is passionate about equity issues related to food access and farm and small business ownership. Candidates should:

- Possess strong people skills
- Be able to work independently and in a team
- Be highly organized, with strong time management skills
- Show proficiency with social media
- Have excellent verbal and written communication skills
- Be comfortable with basic math and Microsoft Word and Excel
- Demonstrate experience working with diverse communities
- Be familiar with seasonal produce availability in the Pacific Northwest.

Exceptional candidates will have experience in any of the following areas:

- Retail sales
- Direct-to-consumer marketing
- Farm or farmers market employment
- Multilingual abilities

Applicants must have a valid driver's license and be comfortable working in public places during the COVID-19 crisis while observing health and safety standards set by TFM. Individuals with at least 2-5 years of professional experience are encouraged to apply.

In pursuit of our mission and with recognition of historical and present-day racism and inequity in our food system, the Tacoma Farmers Market is committed to diversity, equity, and inclusion as core values. We are an Equal Opportunity Employer and welcome applications from individuals without regard to race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status. TFM prohibits any form of workplace harassment including harassment on our marketplaces. We seek to build and support a just food system in our community.

Compensation

This is a part time, nonexempt position working an average of 20 hours a week Monday-Friday (subject to change with notice). As a grant-funded position, the anticipated start date is March 29 and ends December 31 with potential to extend the employment contract pending additional funding. Work from home is authorized for office time; on-site mobile market hours will be necessary. This position is hourly at \$20/hr with reimbursable on the job mileage, a monthly health care stipend and 7 paid holidays between April and December 2021.

Please email your resume and cover letter to Anika Moran at anika@tacomafarmersmarket.com before February 28.