

North End Community Improvement Collaborative, Inc.

Title: Microfarm Apprentice

Reports to:

Exemption Status: Exempt

Summary: This position will consist of a myriad of obligations and opportunities from a farming and business operational focus.

Responsibilities:

- Working directly with the community, diverse populations, kids, restored citizens, and occasionally helping with meetings, classes or tours.
- Develop business management goals and objectives that lead to growth. Implement business plans and strategies to attain goals.
- Work closely with the Communications Coordinator to develop marketing plans and goals.
- Work closely with the Director of Operations to provide information needed for budgeting purposes.
- Oversee the farming process from production to harvesting.
- Assist in greenhouse production, building beds, preparing the soil, tilling, planting, fertilizing, harvesting the crops, cleaning, general handiwork and other duties as assigned.
- Prepare products for the market including washing, packaging, and storing processes.
- Lead, manage and organize volunteers, WIOA workers, interns, youth workers, restored citizens, community members in relation to the farming work.
- Building skills through insured issued assignments, trainings and other educational opportunities.
- Represent the organization in events, conferences etc.
- Helping assess future urban agriculture and beautification project opportunities in the NECIC target areas.

Skills:

- Excellent oral and written communication skills
- Excellent organizational skills
- Excellent administrative and clerical skills
- Great attention to detail
- Comfortable working with diverse populations
- Must be comfortable speaking in front of groups of people and leading training.
- Capable of performing unsupervised self-directed high-quality work, with excellent time management and/or work within a team environment to achieve objectives.

- Environmental/Farm/Garden education experience
- Knowledge of garden design and experience building garden structures and farm planning (crop planning, annual planting)
- Propagation (seed ordering, planting material, propagation on farm, field preparation, soil management)

Qualifications

- Knowledge of Mansfield Community, especially the North End of Mansfield
- Access to reliable transportation, valid Driver's License.
- Able to handle equipment and perform physically demanding work.
- Able to work in all weather conditions and work outside regularly.
- Able to stand for long periods of time. Able to bend and lift 50 +pounds.
- Willingness to work weekends, early mornings, late evenings and long summer hours. Must have flexible availability.
- Business degree or related work history OR agricultural degree or related experience.

Preferred Qualifications:

- Project Management experience
- Management experience