



The Proctor Farmers' Market Is Hiring: Site Set-Up/Knock-Down Position Available -- \$16.50 per hour

Proctor Farmers' Market Overview:

In 2021 the Proctor Farmers' Market will celebrate our 27th year providing the community with fresh, locally grown farm products while providing area growers with a venue for their crops and products. In addition, we seek to educate the public about the importance of local agriculture, sustainable business and the impact we have on the environment. Bringing people together at the Farmers Market helps promote a greater sense of community, serves as an educational forum, and helps encourage local business development. The Market also focuses on making healthy food accessible to its diverse customer base with acceptance of EBT, WIC & Senior WIC, and was the first in the area to offer an EBT incentive matching program, now called SNAP Market Match.

As Pierce County's only 4-season market, we are open 42 weeks a year:

Winter Season: Saturdays | 10am-1pm | Jan 8, Feb 12, Mar 12, 2022

Regular Season: Saturdays | 9am-2pm | March 26 - December 17, 2022

If you are interested in local foods, have great communication and customer service skills, would like to be a part of a market community that gives customers the year-round opportunity to buy fresh, locally grown and produced products, then we look forward to hearing from you!

SITE SET-UP/KNOCK-DOWN POSITION: Total Part-time Hours Per Saturday = 5 (five). Compensation: \$16.50/hour.

This is a Saturday only, part-time job that consists of two shifts every Saturday, during the following hours:

Shift 1: 6:00am - 9:00am (The Winter 2022 Market Shift Hours are 7am-10am)

Prepare the market for its 9am (or 10am) opening, including removing "no parking" signs from marketplace, sweeping, setting up street closure signs, setting up canopies, market tables, chairs, specialty areas, sound equipment, trash/recycling containers, signs, banners, and closing off the marketplace at 8:30 AM. This position requires hands-on loading and transport of all market equipment from the nearby Market truck.

Shift 2: 2:00pm - 4:00pm (The Winter Market 2022 Shift Hours are 1pm-3pm)

At the close of the market at 2pm (or 1pm), return the street to its original state. Open marketplace to vendor traffic at 2:15pm. Dismantle canopies, market tables, chairs, specialty areas, sound equipment, signage, transport and recycle trash to city waste containers. Wipe down market trash receptacles and café tables. This position requires hands-on loading and transport of all market equipment the nearby Market truck, and the ability to make sure all equipment is stored in proper manner in designated location.

Required Qualifications:

- Reliable and prompt; must function in a team capacity, assisting other staff members and Market Manager when needed.
- Highly energetic and proactive, and able to work in all weather conditions. The physical demands for the position requires full mobility, continuous movement, and the ability to lift 50+ pounds.
- While on the Marketplace, the Set-up/Knock-down staff will wear a yellow safety vest and name tag.
- A mask or face-covering is required regardless of vaccination status.

Mailing Address: PMB 294 | 2522 North Proctor Street | Tacoma, WA 98406
253.961.3666 | www.proctorfarmersmarket.com

COVID-19 Response:

The Proctor Farmers' Market is closely monitoring the changing coronavirus situation, and we will continue to comply with all state, county, and local health and safety requirements and guidance.

Market Update as of September 9, 2021:

Because of the rise in Delta variant cases, Dr. Anthony L-T Chen, Director of Health for Tacoma-Pierce County Health Department, has issued a Pierce County outdoor mask order:

As of Sept 7, 2021, masks or face coverings must be worn by everyone 5 years and older at all outdoor events with 500 or more people, regardless of vaccination status.

Health and safety will continue to affect our decisions as we frequently adjust our Market operations due to COVID-19. Wearing a mask while shopping will help protect us all, and perhaps avoid the future reinstatement of staggered entry and wait lines.

As of Saturday, Sept 11, please observe the following updated operational procedures while at the Market:

- Masks must be worn on the Marketplace by all shoppers/visitors over 5 years old regardless of vaccination status. (Free masks are available at the Market Info Booth).
- The market requires that vendors, staff, and volunteers wear a mask or face covering regardless of vaccination status.
- Vendor booths will continue to be spaced 6 feet apart.
- Hand sanitizing stations will be maintained for shopper use.
- Dogs are currently welcome at the Market (on a short leash, with owners fully in control).
- There are no Wait Lines. Please wear a mask and help keep our Market safe, healthy, and entries fully open.

Click on 'More' and then our 'About Us' page at www.proctorfarmersmarket.com and learn about our Mission, our Statement of Inclusivity, and our Statement of Solidarity.

To apply, respond to pfmarket@proctorfarmersmarket.com with a cover letter and resume detailing your interest in the position, and any past relevant experience. Due to the volume of responses, only those applicants selected for interview will be contacted. The Proctor Farmers' Market is an Equal Opportunities Employer.