

DREAM OF WILD HEALTH
JOB DESCRIPTION

Title: Distribution and Operations Supervisor
Status: 40 hrs/week FT, April-October (PT in March)

Reports To: Farm Manager
Salary: DOQ (up to \$18/hour)

The Distribution and Operations Supervisor is responsible for distribution and sales of Dream of Wild Health (DWH) produce and value-added products, including staffing farmers markets, Indigenous Food Share coordination, managing wholesale communications and deliveries, and orchestrating food donations and distribution. This position provides greenhouse and crop supervision as assigned by Farm Manager and oversight of the farm team in daily operations, including coordination, training and oversight of farm volunteers.

Food Distribution & Sales:

- Coordinate (DWH) farmers markets including liaison with Community Programs Coordinator for youth workers. Oversee preparation, maintain cleanliness and aesthetic. Provide training for youth and staff.
- Coordinate outreach, applications, communication, and delivery for Indigenous Food Share, wholesale, and donations, adhering to state law and health regulations. Maintain accurate inventory of value-added goods.
- Work with Office Administrator to ensure timely and accurate invoicing, reports, and market deposits
- Assist Farm Manager in development and implementation of systems and priorities

Farm Operations & Supervision:

- Assist with daily farm activities, including greenhouse work, planting, weeding, tractor work, harvest, sale preparation, and oversight and training of farm crew
- Assist with farm and programmatic evaluation and reports. Ensure that all data, materials and information are gathered and compiled in a timely manner
- Provide training and oversight of volunteer day
- Help plan and coordinate farm tours and presentations as needed
- Other duties as assigned by Farm Manager

Requirements:

- Familiarity with Native culture and values, existing network within urban Native community preferred
- Adaptability, positive attitude, and dedication to effectively contributing as a team member
- Knowledge of sustainable agriculture and local food systems
- Experience in greenhouse work, crop planning, harvest, and market preparation
- Experience in farmers market coordination and/or general knowledge of Community Supported Agriculture strongly preferred. Should enjoy customer outreach, sales and relationships.
- 1+ years experience working with a garden or farm program. General garden experience required.
- Must have good communication skills and the ability to respond in a timely manner to emails, phone calls, and any other communication necessary with both customers and farm staff
- Valid driver's license and reliable transportation to and from our farm in Hugo
- Strong passion for DWH mission and vision
- Ability to be exceptionally organized, enjoy working with diverse community projects and groups, lift 50 pounds, and tolerate heat

To apply: Send resume, cover letter and three references to Korbin at korbin@dreamofwildhealth.org by **March 15th, 2019**.

For more application information, visit www.dreamofwildhealth.org.