



Austin Town Hall City Market Manager

Seasonal (Part-time)

20-25 hours/week

\$18-\$20/hour

Resumes can be emailed to austintownhall.citymarket@gmail.com

Who You Are: Do you want to be part of building a business that is a catalyst for community change? Do you believe that everyone should be able to get affordable fresh food in their neighborhood? Are you interested in rebuilding neighborhoods that have endured years of divestment? If so then this is the company for you.

Who We Are: Food is the foundation of good health. Access to fresh, whole, nutrient dense food should be a given for everyone. Forty Acres Fresh Market is a grocery startup with the mission to increase access to fresh food in underserved communities while revitalizing neighborhood economies. Learn more about us at fortyacresfreshmarket.com.

The Job: Forty Acres Fresh Market has partnered with the city of Chicago's Department of Cultural Affairs and Special Events for the Austin City Town Hall Market. We are seeking an individual who can deliver impact and growth. This role is 60% market growth strategy and 40% market execution. It includes management of market operations, including market set up, staffing, and customer service, as well as community engagement, vendor management, and marketing. Duties include but are not limited to:

- Creating an enjoyable, healthy, safe and secure environment for everyone (customers, market visitors, vendors, and staff)
 - Collaborate with community organizations for programming at the market
 - Plan special events for key dates (Farmers Market Week, Halloween, etc.)
- Overseeing the setup, operation and break down for each market.
 - Set up tables, tents, etc.
 - Organize inventory and produce displays
- Community engagement/marketing
 - Includes canvassing and attending community meetings and events
 - Managing market social media and website
 - Content creation including pictures and videos
- Handle cash, credit, and SNAP EBT transactions.
- Vendor recruitment and management
- Reconciling receipts
- Managing vendor check-in, compliance and check-out on market day
- Compliance with all federal, state, and local regulations.
- Communicate effectively in all modes of communication with FAFM senior staff.

Requirements

- Valid Driver's License



- Work in an outdoor environment in adverse weather conditions.
- Ability to lift up to 50 pounds
- Potential for Weekend Availability (for community engagement)
- 1-2 Years of farmers market and/or event management
- 1-2 Years of customer service experience
- Ability to stand for up to 8 hours
- Experience driving cargo vans and larger vehicles

Preferred Qualifications

- Previous experience working in farmers markets is a big plus.
- At least 1 year experience managing a team of 2-3 employees.
- 1-2 years of community organizing/engagement experience, with a focus on Chicago's Austin community
- Food vendor engagement/recruitment experience
- Strong communication skills, including written and verbal.

Forty Acres Fresh Market is an equal opportunity employer. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.