

## **HARVEST RESPONSIBILITIES**

The Harvest apprentice will work with our CSA Manager to learn the ins and outs of planning, running and expanding a farm share program. The apprentice will have the opportunity to join weekly field walks, learning the skills necessary to assess crop maturity and accurately gauge yields. They will be closely involved in strategizing the contents of the farm share from week to week. In addition to CSA management, the apprentice will learn how to run harvest and optimize storage for all of our vegetable crops. While our main sales outlet is the CSA program, the apprentice will also assist in managing a small wholesale program selling to local food hubs and chefs. Our goal is to have the apprentice move towards assistant management for the following year. The harvest apprentice will also assist the field manager with planting and weeding operations.

- Assist with leading harvest and wash on Mondays, Wednesdays & Fridays
- Creating weekly estimates of harvest totals based on field supply
- Recording harvest records in a manner that matches sales records
- Creating weekly product lists for the CSA and keep weekly content records
- Sorting and grading produce
- Assist with packing CSA shares on Tuesdays and Market on Fridays
- Keeping the wash & pack areas clean and organized
- Restocking packing materials
- Managing cooler inventory
- Proactive about spotting any crop supply and harvest issues

## **MARKET RESPONSIBILITIES**

With an expanding CSA program and busy market booth, the Matthews Farmers Market is a significant sales channel for the farm. The market apprentice is responsible for all aspects of running our Saturday booth at the farmers market (8 am - noon) and CSA drop-off at the market from late April through November.

- Lead the planning, preparing and packing for the Farmers Market on Fridays
- Set-up and break-down of the market booth on Saturday
- Record keeping of market sales using the Square App
- Monday morning recap to team of market sales

## **QUALIFICATIONS**

- Ability to efficiently manage and motivate people during harvest and packing operations
- Ability to sort/grade produce for quality
- Excellent organizational skills
- Knowledge of harvest methods for all types of vegetables is a plus
- Knowledge of vegetable storage methods and requirements is a plus
- Knowledge of food safety standards is a plus
- Experience with physical labor or intense outdoor activity - able to lift 50 lbs
- Ability to harvest efficiently and maintain the fast pace of a production farm with a positive attitude
- Ability to work in all types of weather (hot, rainy, and cold)
- Experience with tractor equipment and attachments
- Must have reliable transportation
- Curiosity
- Sense of humor
- Flexibility
- Comfort in interacting with farm share members or farm visitors

After you have read this description **in its entirety**, please send us **one email only** to [katherine@wildhopefarm.com](mailto:katherine@wildhopefarm.com) with:

1. Subject line: Apprentice Application, (Your Name)
2. Cover letter detailing your interest in our program
3. Responses to the questionnaire below
4. Resume
5. Three references, work- or farm-related, with current phone numbers

If your qualifications meet our standards we will contact you to schedule an interview.  
**Unfortunately we cannot reply to all applicants.**

**Questionnaire:**

1. Why are you interested in Wild Hope Farm?
2. What previous experience are you bringing to this position and what do you feel you have to offer?
3. What practical skills do you hope to acquire?
4. What are your personal goals related to farming?
5. Do you have any prior injuries to back, knees, etc. that might limit your ability to do farm work?
6. The Apprentices all live and work together on the farm. Do you have any experiences living and working in this type of environment?
7. Do you have any allergies, food restrictions, or other physical limitations that might affect your ability to live in a rural setting and do farm work?
8. Please tell us something interesting about yourself (hobbies, obsessions, talents, etc.)

If you are considered for the position, we require a 1-2 day working interview on the farm.