



## 21 ACRES CENTER FOR LOCAL FOOD AND SUSTAINABLE LIVING

Visit Us Online: [www.21acres.org](http://www.21acres.org)

Located at 13701 NE 171<sup>st</sup> Street, Woodinville, WA 98072

### ***Food Access Assistant***

**Reports To:** Food Access Programs Coordinator

**Salary:** \$14.00 /hour

### **Who Are We?**

THE 21Acres Center and certified organic farm is located in the Sammamish Valley near Woodinville Washington. We are a non-profit agricultural and environmental campus and a living laboratory for green and sustainable building design. Our educational center provides our community with a whole systems approach to solving issues around food availability, small-scale food economies, environmental preservation and sustainability. We have education, membership and volunteer opportunities, culinary classes, informational lectures, year-round Farm Market offering the very best seasonal, Organic, and GMO-free produce from local farmers and producers, and more.

What is Harvest Share? Our CSA-type program providing a weekly produce box for those with limited resources who desire to eat local grown, sustainably produced food.

### **What is the Opportunity?**

Do you enjoy food, the out-of-doors, food equity, farms and education, along with a desire to work in a friendly environment centered on all of these and more? 21 Acres is seeking a dynamic and passionate person to join the team as a Food Access (Part-Time/Seasonal) Assistant. This position will provide the opportunity to take part in fostering a more equitable localized food system while becoming an integral part of 21 Acres' food access work. This position will encompass 15-19 hours per week June-October; highlights will be developing relationships with underserved communities in support of the 21 Acres Harvest Share, assisting in the development and execution of monthly cooking workshops/ community kitchens, as well as a mobile farm-stand pilot. The position will have some set and some slightly flexible hours - Saturday mornings, 2 weekday evenings (Tuesday and Wednesday) and one weekly, farm shift in the Youth Garden.

You must be able to work effectively independently and as part of a team, be on your feet, lift and carry boxes of produce, and have strong communication skills. An eye for detail and the ability communicate enthusiasm for food preparation is desired. Please see below for a full description and instructions on how to apply.

## This is the Job and This is How We Roll:

- Act in accordance with the 21 Acres mission statement; promote and adhere to organization values.
- Build your own knowledge and excitement about sustainable food to provide excellent customer service, and educate on products and sustainability.
- Exhibit regular and Timely arrival to set- up Harvest Share pickup location, Woodinville and Kenmore
- Assist participants during pickup to identify vegetables; offering tips on preparation and preparation and proper storage suggestions.
- Provide superb customer service.
- Assist in the development of cooking workshops/ community kitchen.
- Assist in a 6-week mobile farm-stand pilot.
- The really important, great part – clean up and dishes – always fun!!
- One weekly farm shift in the Youth Garden (harvest, weeding, washing, etc.).
- Occasional data entry.
- Maintain a safe and clean working environment by complying with procedures, rules and regulations.
- Properly prioritize tasks, manage, and follow-up with projects.
- Demonstrate continuous effort and use of independent judgment to improve operations, streamline work processes, etc.
- Follow directions with excellent attention to detail and prepare written reports or summaries as necessary.
- Take initiative on projects and exhibit commitment to overall goals set by Harvest Share Coordinator.
- Be watchful of any safety concerns and proactively communicate to appropriate person.
- Communicate, work collaboratively and interact professionally and appropriately with co-workers, the public (youth and adults), and customers.
- Other duties as assigned.

## What Are We Looking For In You?

- Ability to read, write, and communicate in English.
- Strong, and effective interpersonal skills; showing warmth and compassion for under-served communities.
- Basic computer skills for critical communication.
- Superb attention to detail, strong organization skills, and ability to prioritize tasks appropriately.
- Ability to work with minimal supervision with self-discipline and self-motivation.
- Be neat and professional in appearance.
- Ability to understand, and follow instructions accurately and timely.
- Knowledge and enthusiasm of vegetable types and tastes; above-average nutrition knowledge with desire to learn how food is grown and how to eat seasonally.
- Ability to work in sometimes hectic and chaotic work environment, and be innovative in solving problems.
- Workdays described, with necessity to flex hours on occasion, and/or stay until the job is done.
- Must have sense of humor, be flexible and adaptable.
- Obtain and maintain current Washington State Food Workers Permit.
- Must have valid driver's license and reliable transportation.
- Must pass Washington State Background check.

## What Can You Expect?

A collaborative work environment with doors thrown open to greet and educate our community. No two days are the same on our campus, and an employee discount and produce perks help keep the 21 Acres team in good health and good humor.

## Working Conditions.

The 21 Acres facility is a LEED Platinum certified building that facilitates a learning environment for sustainable and regenerative living. Your work will be conducted on and off site of the 21 Acres Campus and will involve maneuvering over unpaved and uneven grounds, some of which is farmland. The work environment may have a moderate to high noise level. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This position frequently involves mobility between first and second floors, and the outdoors; reaching, bending, grasping, lifting, pulling, pushing, standing, kneeling, squatting and twisting; ability to lift and carry items up to 50 lbs. If you always need to be cozily warm or living in air conditioning, we may not be the proper environment for you, but if you desire to learn and do the many various parts of your job with no two days the same, this could be the position for you!

## How Do I Apply?

As an equal opportunity employer, 21 Acres is committed to the recruitment, retention and development of a diverse, multi-cultural work environment. 21 Acres does not discriminate in employment on the basis of age, race, creed, gender, religion, marital status, national origin, disability, or sexual orientation.

## Apply Correctly Please!

The following Application Materials **MUST** be in one PDF document; incorrect formatting may exclude your resume from consideration.

- Your chronological resume including relevant work experience, skills and education.
- The names and contact information for two professional references in your resume.
- A detailed cover letter in which you explain how you meet the Position Requirements of the job as well as a description of your favorite vegetable and how you like to prepare it.

Qualified Candidates will be contacted for an initial phone or Skype interview.

**Send To:** Deb Sternagel,                      deb@21acres.org

**Position Open Until: We have found the perfect Team Member**