



# Pitney Meadows Community Farm

Farm Stand Supervisor

223 West Ave, Saratoga Springs, NY 12866

(518) 290-0008

<https://www.pitneymeadowscommunityfarm.org>

*Founded in 2016, Pitney Meadows Community Farm's mission is to celebrate and explore agricultural education, healthy food production, and recreation. Located on 166 acres in the heart of the City of Saratoga Springs and preserved in perpetuity as a working farm, Pitney Meadows is a unique resource. We are committed to being good stewards of the land and serving the community that invested their own tax dollars to preserve the Farm as open space.*

*Pitney Meadows offers a broad array of opportunities to engage with the land and our community. More than 100 beds are available to individuals, families and organizations to grow their own produce in our Community Gardens, supported by an on-site Community Gardens Manager. In our 11-acre agricultural production area, our CSA members can pick their own vegetables, learn about sustainable farming, taste, and learn to cook with new varieties of vegetables, and volunteer to support farm production. Our farm store, open to visitors from dawn to dusk seven days a week, features products from other local farms in addition to our own produce. An accessible trail system circles the farm, open to walkers, runners, bikers, and dogs on leashes.*

*The Farm strengthens the community through our Sovereign Gardens Initiative, which empowers local organizations serving food insecure individuals to develop and maintain on-site gardens. In addition, the Farm partners with local healthcare providers to give patients struggling with chronic diseases the nutrient-dense produce and culinary education they need to improve their health. We donate roughly 100,000 servings of nutrient-dense produce annually to food pantries and other social service organizations in the region.*

*Our farm is alive with creativity and dedicated community engagement, offering a productive and joyful place for volunteers, employees and visitors. As we continue to grow and develop new programs, we aim to create a dynamic, inclusive, and resilient community that thrives on a shared commitment to the well-being of our environment and each other. Together, we seek innovative ways to not only sustain our agricultural endeavors but to also sow the seeds of a more vibrant, compassionate, and interconnected community.*

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*Pitney Meadows Community Farm (PMCF) maintains a policy of non-discrimination with all employees and applicants for employment. All aspects of employment are based on merit, competence, and qualifications. It is the policy of PMCF in recruiting, hiring, training, and promoting employees to select the best qualified individuals without regard to age, race, color, national origin, marital status, gender (including gender identity and transgender), religion, sexual orientation, military status, genetic information, disability, domestic violence victim status, familial status or any other characteristic protected by law.*

**Position Description:**

Working with Farm Manager & Assistant Farm Manager, assist in developing Farm Stand operations and procedures. This role includes Farm Stand stocking, inventory and shop maintenance, outside vendor coordination and development.

**Responsibilities:**

- Perform day to day tasks involved with Farm Stand stocking, displays, and inventory management.
- Inform Harvest/Wash-Pack Supervisor and/or Assistant Farm Manager of produce needs.
- Order and manage inventory of produce and goods from outside vendors.
- Manage POS systems and item updates (Square, Kiosk Buddy).
- Maintain Farm Stand cleanliness and signage.
- Work with the Farm Manager to identify and develop new product sources and vendors.
- Work with Farm Manager, Executive Director, and Marketing and Communications to enhance the Farm Stand functions as a place of first engagement with the community and convey the mission and scope of the organization.
- Develop and present the stories of our partner producers and the importance of local agriculture.
- Attend weekly staff meetings.

**Qualifications:**

- Retail experience in both product display and inventory control in the food service inventory.
- Familiarity with Square, Kiosk Buddy, and POS system management.
- Ability to work independently and as part of a team with diverse groups of people.
- Good written and interpersonal skills.
- Focused time management skills, efficiency, and consistent attention to detail.
- Understanding and interest in the mission of Pitney Meadows Community Farm and willingness to share that with visitors to the farm.
- Ability to perform moderately strenuous labor, including lifting up to 50 lbs and standing for long periods of time.
- Knowledge and experience with farming and sustainable, organic growing practices is preferred though not required.

### **Benefits:**

At Pitney Meadows Community Farm, we value the well-being and engagement of our team members. As part of our commitment to supporting a healthy and thriving workforce, we offer a comprehensive benefits package that includes:

#### Summer CSA Share:

- Enjoy the harvest of your hard work with a complimentary summer CSA share.

#### Participation in Farm Events:

- Embrace the spirit of community and camaraderie by participating in farm events at no cost on your time-off. Whether it's educational workshops, community gatherings, or seasonal celebrations, we encourage our team members to be an integral part of the farm's vibrant activities.

#### Flexible Work Environment:

- Recognizing the importance of work-life balance, we offer a flexible work environment that accommodates the needs of our team members.

### **Terms and Compensation:**

This is a **part-time, seasonal** position spanning from the start of May until the end of December. May-October are expected to be 30 hours per week, November and December are expected to be 20 hours per week. We ask that you be willing to work some weekends and be flexible with your availability in general, as hours may vary from week to week.

This position is hourly, \$20/hr.

**To apply:** If you are interested in applying for the Farm Stand Supervisor position, please submit a cover letter and resume to the following email: [jobs@pitneymeadows.org](mailto:jobs@pitneymeadows.org). Applications will be accepted and evaluated on a rolling basis. Any questions regarding this position can be sent to the Farm Manager, Ian Magnus, at [ian.magnus@pitneymeadows.org](mailto:ian.magnus@pitneymeadows.org)