



Market Coordinator, Transplanting Traditions Community Farm

The mission of Transplanting Traditions is to uplift food sovereignty in the refugee community through access to land, education and entrepreneurial opportunities. The farm provides a cultural community space for refugee adults and youth to come together, recreate home, build healthy communities, and continue agricultural traditions in the Piedmont of N.C. The farmers that make up the community at TTCF have life-long experience growing food. Through the Business Development and Share-A-Share programs, TTCF works with farmers to expand their farm businesses and support food insecure refugee and immigrant communities.

The Market Coordinator will manage relationships with food access and wholesale vendors that are a part of the Transplanting Traditions Producer Network (TTPN) of community farms. This individual will work closely with the Farm Programs Director and Farm Programs Team to increase and expand marketing opportunities for the TTPN, and will be responsible for customer service and record keeping for CSA and wholesale channels. This person will also work directly with farmers on site at TTCF in Chapel Hill as well as farmers off site to provide business development and marketing education services. Applicants with immigrant or AAPI identity are encouraged to apply.

Responsibilities

- Manage CSA logistics including customer service and communications, member records, volunteer shifts, weekly deliveries, site partnerships, and ongoing CSA farmer training
- Manage [Share-a-Share](#) partner site relationships including order volume, deliveries, and participant data. Potentially expand Share-a-Share based on farmer's capacities.
- Coordinate delivery drivers for Share-a-Share, wholesale, and CSA
- Collaborate with Farm Programs Team on weekly and biweekly meetings with farmers
- Develop business development and marketing strategies with farmers in the TTPN and provide educational didactic workshops to strengthen those skills
- Work with the Farm Programs Team and farmers to recruit new vendors and marketing outlets to expand and strengthen farmer businesses, per farmers' capacities
- Create invoices for wholesale and CSA. Collaborate with administrative assistant to create invoices for Share-a-Share program and track farmers' income from all market channels
- Maintain sales data and compile reports related to grants

Qualifications

- Demonstrated agricultural business experience, with 3 years of CSA, wholesale, or related sales experience preferred
- Strong communication and networking skills required
- Experience working in customer service preferred
- Excellent understanding of Google and Microsoft Suite, including presentations, spreadsheets, and forms
- Demonstrated teaching and/or educational material development experience, experience preferred but not required

- Fluent in English
- Fluent in Spanish, Karen and/or Burmese preferred but not required
- Ability to build relationships with diverse customers, partners and farmers.
- Able to listen, mediate, and solve problems with customers and partners and work collaboratively with others
- Passionate about sustainable farming and seasonal cooking and excited to educate customers on how to store and prepare their vegetables
- Comfortable working closely with refugee or immigrant population with excitement around teaching and learning from refugee farmers
- A deep respect and cultural sensitivity for refugee and immigrant experience as farmers in their home country
- Access to reliable transportation to and from the farm at 2912B Jones Ferry Rd, Chapel Hill
- A commitment to practicing language justice and racial equity work
- Ability and willingness to work outside year-round in a variety of weather conditions on a working farm
- Excited to work with and adapt to a flexible and dynamic team of co-workers

Desired start date: June 2024

Time commitment: 40 hours a week (full time)

Location: Chapel Hill, NC - some local travel required

Salary and benefits: \$40,00-\$43,000 with health insurance coverage and 20 days paid time off

To discourage practices of negotiating that have historically reinforced larger systems of inequality, Transplanting Traditions posts the amount we are able to offer for each position.

Please do not apply to a position if the compensation listed does not meet your requirements.

Questions: Contact info@transplantingtraditions.org

How to Apply: Please submit a cover letter and resume to info@transplantingtraditions.org or complete the [job application form](#).

Interviews will start after May 6th, and will continue until the position is filled.

We strive for work-life balance however the seasonal nature of the organization or project deadlines occasionally requires longer work weeks or weekend work with compensation time provided.

We are a family-friendly organization and do our best to be compassionate in scheduling to meet the needs of employees with families.