



**JANUS YOUTH PROGRAMS, INC.**  
**Position Description**

**Job Title:** Food Works Farm Assistant  
**Program/Department:** Village Gardens – Food Works  
**Reports To:** Food Works Farm Coordinator and Food Works Program Supervisor  
**Status/Class:** Temporary  
**Duration:** May 17, 2017-August 31, 2017  
**Application Deadline:** March 31, 2017

**Position Summary:**

Food Works is a dynamic youth leadership development and employment program that empowers 14-18 year-olds to be leaders in their community. As a youth-led farm project, Food Works participants and adult staff partner to manage, maintain, harvest, donate and sell certified-organic produce from their 2 acre farm on Sauvie Island. The Farm Assistant will assist the Farm Coordinator in providing maintenance to the Food Works Farm and surrounding areas. Duties will include but are not limited to weeding vegetable beds, moving and tending to irrigation, amending and bed preparation, seeding and other farm-related duties as instructed by the Farm Coordinator or other program staff. This position will support the Food Works youth team leaders and the summer crew on their farm during harvest days. This position will also provide support to a team of youth each week at a Saturday Farmer's Market, providing back-up to the youth, guidance, and transportation of produce and supplies to the market.

**Schedule:**

The Farm Assistant's weekly schedule is Monday through Thursday, 8:00am-3:00pm and every other Saturday at the Farmers Market (this is 35 hours/week). The position runs from May 17, 2017 to Aug 31, 2017.

**Education/Experience:**

1. Experience working on a production vegetable farm preferred.
2. Experience with positive youth development, working with teens, especially in youth-led programming environment preferred.

**Knowledge, Skills and Abilities:**

- a. Basic knowledge of how to grow a variety of vegetable crops and techniques for producing high-quality yields.
- b. Experience working with and providing support for youth participants and help them to meet the standards and expectations of the program at the farmers market each week.
- c. Experience teaching others in an interactive, project-based environment
- d. Ability and willingness to monitor personal safety and follow all farm safety procedures
- e. Ability to communicate sufficiently in English, to understand verbal and written instructions and to share safety or other concerns.
- f. Ability to work independently and seek out supervision as needed or required.
- g. Ability to consistently attend and be punctual for scheduled shifts and be in a condition suitable for assuming responsibilities of position.
- h. Value working in a multicultural/diverse environment.
- i. Demonstrated understanding of and ability to effectively use non-motorized farm equipment.
- j. Demonstrated understanding of and ability to effectively use motorized farm equipment.

- k. Physical/manual dexterity and strength allowing for performance of farm tasks such as lifting, carrying, and dragging loads up to 50 pounds, bending over for extended periods of time and walking distances of up to ¼ mile.

We consider education, training, experience and demonstrated skills

**Other Requirements:**

1. Driver's license for state of residency, personal auto liability insurance (\$100,000/\$300,000 levels strongly recommended), and a driving record permitting coverage under the corporate auto liability policy. All employees and volunteers driving for work purposes must complete the agency's driving approval process before driving for work, regardless of whether driving a personal or agency vehicle.
2. Current First Aid and CPR Certificate(Training can be arranged through Janus Youth Programs)
3. Current Oregon Food Handler's card
4. Must pass criminal history background check.

**Duties and Responsibilities:**

Assist Farm Coordinator and other Food Works staff in overall farm maintenance including but not limited to:

1. Weeding vegetable beds
2. Irrigating crops
3. Tending greenhouse crops
4. Harvesting
5. Amending and bed preparation
6. Field and greenhouse seeding
7. Provide support for youth participants and help them to meet the standards and expectations of the program on the farm and at the farmers market each week.
8. Provide excellent customer service, cash handling and produce display.
9. Provide detailed record keeping at the farmers market.
10. Provide support to community market place by assisting with set up, break down, vendor relations and other task assigned.
11. Model a hold safe space for all participants.
12. Other duties as assigned by Farm Coordinator or staff

**Salary/Benefits**

Wage is \$11.50/hr.

**Working Conditions:**

1. General environment is outdoors in a farm environment located on Sauvie Island, Howell Territorial Park (approximately 10 miles northwest of Portland off Highway 30). Requires working in variable weather conditions.
2. May involve exposure to communicable diseases which can encompass a variety of illnesses and infections including tuberculosis, Hepatitis A, B, C, infectious meningitis and HIV.
3. May involve exposure to upset, angry, severely traumatized and/or emotionally disturbed adolescents and families.

**To Apply:**

Please submit a Cover Letter and Resume to Mikael Brust, the Food Works Program Supervisor at [mbrust@janusyouth.org](mailto:mbrust@janusyouth.org) or mail it to:

Attn: Mikael Brust  
Janus Youth Programs  
707 NE Couch St  
Portland, OR 97232

**Application Deadline:** Review of applications and interviews of applicants will be ongoing, until the position is filled.