

## **Wishwell Farms Produce Seasonal Job Description**

**Job Title:** Sales Associate and/or Field Crew

**Job Summary:** This job will include a variety of duties and responsibilities. Our farm raises 75 acres of vegetables, which are sold at our roadside stand in Bellefontaine, also to 3 area supermarkets, 12 Farmers' Markets, and two other retail locations. The busiest part of the season begins around the 3<sup>rd</sup> week of May with strawberries and greenhouse tomatoes, and continues through the end of October, harvesting over 20 different kinds of vegetables. This job will require work to begin immediately after school lets out for the year in May or June, and continue through the middle of October, or even until the middle of November, depending on your schedule. When school is in session, we work after school starting at 3:30pm, and on some Saturdays. College bound students may have different schedules.

The field crew duties would include, but not be limited to, all aspects of planting, weeding, harvesting, washing, and packing of the produce, and any other general farm work. Most of the summer this position will offer 25-30 hours per week, Monday through Saturday, with most of the work being in the mornings Monday – Friday. We very seldom have any work on Sundays. Some Friday afternoon work will be required to help load trucks, and some Saturday mornings to finish the harvest for the week.

The sales associates duties would include, but not be limited to, daily truck loading and sales of the harvested produce. Most of the summer this position will offer 25-40 hours per week. All sales take place Monday –Friday 10am-6pm and Saturday 6am-5pm. Many of the Saturday markets start very early and most of the trucks leave the farm around 6am-7am. Some Friday afternoon truck loading may also be required. Some hiring will be for both harvesting and selling, for the right person, if there is an interest in both positions. The availability to continue working after school has resumed is a big plus. Part time work is available 10 months a year. Adults and retirees are welcome to apply.

### **Job Requirements:**

#### **Field Crew:**

- High School age or older
- Have reliable transportation
- Available May 25 – September 15 approx. (possibly April 1 – November 25)
- Work mornings M-F and some Friday afternoons 1:00pm-5:00pm
- Able to work outdoors rain or shine, especially in the heat
- Work well with others as a team
- Be a self starter, take initiative
- Be dependable, prompt, responsible, honest, and hard working

**Sales Associate:**

- Age 16 or older with valid drivers license
- Have a good driving record
- Available May 25-September 15 approx.
- Be able to work alone or with a partner
- Must enjoy working with people
- Be able to communicate well with people
- Friendly and outgoing
- Be enthusiastic and energetic
- Be able to make change in sometimes fast pace environment
- Be dependable, prompt, responsible, honest, and hard working

**Duties and Responsibilities:****Field Crew:**

- Harvesting up to 20 different vegetables
- Washing and Packing produce
- Arrange produce on display shelves
- Load trucks for markets
- Plant and water transplants in greenhouse
- Plant transplants in field
- Work with greenhouse tomatoes
- Put up tomato stakes in field
- String tomato plants
- Set up irrigation for crops
- Wrap cauliflower
- Weeding and spraying
- Any other general farm work not listed

**Sales Associate:**

- Loading produce for markets
- Arrange produce on display shelves
- Sell at Farmers' Markets
- Run cash register, electronic scales, and credit card machines
- Set up and tear down of market tents and tables
- General market clean up at end of each day

**Job Specification:****Field Crew:**

In April and May we will be planting seeds in the greenhouse, transplanting in the fields, and harvesting and packing greenhouse tomatoes. In June we will mainly be harvesting and selling strawberries and doing work around the greenhouse. During the season, Monday through Friday start time is 7:00-7:30am. Once sweet corn is ready, we begin

each day picking and packing it for sale that day. After sweet corn is finished for the day you will be harvesting other vegetables or helping with other field work. On many days we are finished harvesting by noon, because of the summer heat. Unless there is a delivery to make or one of the retail sales stands need worked, there usually is not too much work in the afternoon. Around September 10 we begin the fall harvest of pumpkins, gourds, Indian corn, winter squash, and cauliflower. About the middle of October, things start to slow down, and its time to lift the plastic mulch and drip tape out of the fields, which usually takes until the middle of November. After thanksgiving, the greenhouses are all cleaned out, and the season is over.

**Sales Associate:**

For sales only jobs, you would be selling in the home market or at one of our other retail stands in Marysville, or Columbus.

Friday and Saturdays are very hectic. Some Friday afternoons will be required to work and help prepare for Saturdays large volume of sales. On Saturdays, up to six trucks leave the farm around 6:00am – 7:00am for the Farmers’ Markets or other retail stands around Columbus, and Marysville.

**Specifics of both positions combined: Time blocks**

April 1-May 25 (pre-season time block)

- 10-15 hours/week
- Lay plastic mulch and drip tape in the field
- Plant seeds and transplants
- Plant strawberries
- Work in greenhouses

May 25-June 20 (time block 1)

- 20-30 hours/week
- Harvest strawberries and greenhouse tomatoes
- Sell at Farmers’ Markets
- Work in greenhouses

June 20-July 10 (time block 2)

- 20-30 hours/week
- Pick and sell raspberries and other vegetables
- Work in greenhouses

July 10- Aug. 15 (time block 3)

- 20-40 hours/week
- Harvesting, delivering, and selling all vegetables
- Work in greenhouses

Aug. 5-October 10 (time block 4) / Sept. 10- Oct. 10 (time block 5)

- 20-30 hours/week
- Harvesting, delivering, and selling all vegetables
- Harvesting pumpkins, gourds, Indian corn, and winter squash

- Work in greenhouses

Oct. 10- Nov. 25 (time block 6)

- 10-15 hours/week
- Pick up plastic mulch and drip tape out of fields
- Clean out greenhouses
- General clean up around farm

**Job Compensation:** Starting pay for this job is \$7.35/hr for high school students and \$7.75/hr for college students, including graduating seniors and adults. After an evaluation period of several weeks on the job, your hourly pay may be raised depending on skills you possess, any past experience, getting to work on time, ability to lead a small crew in the field, exceptional sales abilities, and how consistently you work at a fast pace. Top pay for these positions is \$10.00/hr. Your hourly rate will depend on how well you perform in these areas. Not everyone will receive a pay increase, and pay increases may be taken away if you do not demonstrate a consistent work ethic, week in and week out. Payday is on Fridays. On the occasion when a family vacation is planned during the summer, or other activities that may require some time off, two weeks notice is required.

**Tardiness and Absences**

Tardiness and absence from work will not be tolerated without advanced notice. You should arrive 5-10 minutes early to put on boots, ect., and be ready to work at start time. If you are going to be absent or tardy to work, a phone call a ½ hour prior to start time must be made. After three occurrences, depending on the situation, your employment may be terminated. You will be docked one hours pay for each day you are tardy. Habitual tardiness will result in termination of your employment. Saturday mornings are different. Upon being tardy, you may be required to drive your own vehicle at your own expense and off the clock, to meet your partner at the market. You will also be docked two hours pay for that day. If you are going to be absent, a phone call prior to 9:00pm the night before must be made. Two occurrences may result in termination of your employment.

Send a completed application to the address below by April 30. You may also include a resume or a letter about yourself with any special circumstances that should be considered, if you wish, but this is not required.

**Wishwell Farms Produce  
3381 US 68 N  
Bellefontaine, OH 43311**

**Deadline is April 30**