

THREE OAKS | MICHIGAN

# GRANOR FARM

— CERTIFIED ORGANIC —

## Farm Assistant

Founded in 2006 and located in Three Oaks, Michigan, Granor Farm is a certified organic farm that cultivates a wide range of vegetables, berries, herbs, flowers and grains on over four hundred acres. Our Farm Store features all that we grow along with kitchen made and regional foodstuffs. What we grow often becomes the ingredients for what we make. Our farming is complemented by an expanding educational programming, spirits distilled from our grains and in the future wines aromatized with our herbs, botanicals, and berries. Weekly farm dinners in the greenhouse that showcase our crops and those of the surrounding farming community. Our produce is sold through our on-farm store, seasonal market-style CSA program, and wholesale to local restaurants and grocery stores.

We are seeking a diligent and efficient farm assistant with prior farming experience who aspires to a career in agriculture. Your ability to keep the farm organized, moving efficiently, and prepared for future tasks is critical to the overall success of our operation. Our seasonal farm crew team of 6-8 people produce over 200 varieties of certified organic vegetables, fruit, flowers, and herbs on about 4 acres including 4 hoopouses and 2 greenhouses. As a farm assistant, you work independently on tasks as well as lead crew members in all aspects of organic farming from seed to sales. There is also the opportunity to experience other aspects of Granor Farm programming such as on-farm dining, children's farm camp, and organic grain production.

During your time at Granor Farm, you will work directly under our Agricultural Director, Johannah Frelie, and Farm & Field Manager, Joseph Garrett.

### **THE WORK SCHEDULE:** April to October (flexible)

This is a full-time, seasonal position with the potential for year-round employment with benefits for the right candidate. This is a seasonal, full-time position requiring 40-50 hours/week during Monday-Friday 7:00 AM-5:00 PM. There is a daily 1 hour paid lunch break from 12:00 PM-1:00 PM. This position requires occasional weekend work to manage hoopouses and greenhouses, care for hens, and lead farm tours.

### **FARM RESPONSIBILITIES**

The Farm Assistant will work closely with the farm crew to execute proper field preparation, crop planting and irrigation, facilitate seeding and transplanting, pest and disease management, cultivation, harvesting, washing and packing for market. Other responsibilities include:

- Proactive preparation for field activities required before and after plantings: tillage, bed shaping, row cover placement and removal, cultivating crops
- Monitor moisture levels in the field and make adjustments to the irrigation as needed based on weather and crop maturity
- Safely spray OMRI-approved pesticides and fungicides, when necessary
- Lead and assist the crew with harvesting, seeding, transplanting, cultivating, washing and packing
- Assist with daily greenhouse watering, hoophouse and field irrigation, and maintain cleanliness of all facilities
- Other activities include weed whacking, mowing, basic drip irrigation setup, and various farm maintenance
- Assist with projects related to infrastructure establishment and maintenance
- Assist with planting and maintaining pollinator areas

### **MARKET RESPONSIBILITIES**

Our markets include a busy Farm Store open Friday and Saturday, seasonal CSA program, and wholesale customers. The farm assistant is responsible for assisting with Farm Store operations, customer experience for CSA members, and wholesale coordination.

- Prepare and pack produce for the Farm Store and wholesale deliveries
- Set-up and break-down the Farm Store
- Use Square POS system for customer purchases
- Maintain cleanliness of the Farm Store, keep inventory stocked, and provide superior customer service

### **QUALIFICATIONS**

- At least 1 season of experience on a diversified vegetable farm (CSA and organic experience preferred)
- Experience driving a manual truck and tractor (or willingness to learn)
- Previous retail and/or culinary experience is a plus
- Solid understanding of harvest methods for all types of vegetables
- Able to motivate and direct the crew on the task
- Able to sort produce for quality
- Able to work in all types of weather (hot, rainy, and cold)
- Able to lift 50 lbs regularly and “be on your feet” for 8 consecutive hours
- Able to maintain focus and mental engagement in the task at hand while also keeping an efficient pace
- Knowledge of food safety standards
- Able to interact with customers and work collaboratively across departments
- Flexibility and a can-do attitude
- Must reside within 40 miles of the farm and have access to reliable transportation

Our seasonal farming opportunity is a hands-on working and learning experience. We accept people from all backgrounds who want to explore agriculture as a career option.

*Orientation:* During the first week we will conduct an orientation to go over farm and safety policies, along with the location and names of buildings and equipment. We will review the farm calendar, schedule any time off, and go over job responsibilities.

*Evaluations:* The first 90 days is a trial period to ensure there is an appropriate fit between you and the farm. At the end of this trial period, you will sit down with managers to discuss if expectations are being met for both sides. We will have an additional check in during the season to discuss workflow and expectations.

*Daily Meetings:* The farm crew convenes every morning at 7:00 AM to review the daily task list and make alterations due to the weather and other events.

**COMPENSATION:** Ranging from \$17-19/hour, based on experience. Paid biweekly. This is a full-time, seasonal position with the potential for year-round employment with benefits for the right candidate. As a seasonal worker you would be classified as either an employee or independent contractor depending on your personal circumstances, your preference and the ultimate scope of the position. We do not pay overtime and given the seasonal nature of this position, no insurance is provided.

**BENEFITS:** Eligibility for the following benefits assumes seasonal employment from April through October.

- 20 hours of paid time off. Must be pre-approved by managers and scheduled at the beginning of the season. Unused paid time off will be paid out at the end of the season.
- 20 hours of paid sick leave. When you're sick, please don't work. If health circumstances arise that cause you to miss more than this during the season, there will be a discussion as to whether the position is right for you at this time. Sick days that are not taken will go unpaid.
- 20% off all Granor purchases
- Weekly produce from the farm

For the right candidate, there may be shared off-farm housing available and the potential to grow into a year-round position.

## **PERSONNEL & GENERAL POLICIES**

*Safety Policies:* We will review safety policies during orientation. All employees and workers are required to follow safety policies at all times. Failure to do so may result in immediate dismissal.

*Drugs and Alcohol:* Drugs are not permitted on the farm property at any time. It is unacceptable to work while under the influence of alcohol or drugs. One infraction may be cause for immediate dismissal.

*General Demeanor:* It is expected that all employees and workers be prompt, dressed appropriately for work, and professional in their attitude at work.

*Tools and Work Clothes:* The farm provides harvest knives and daily hand tools. They must be returned to the barn at the end of the day. Employees and workers must provide any other desired tools or work clothes (pocket knives, rain boots, rain gear, hats, gloves).

## **APPLY TODAY!**

After you have read this description in its entirety, please email [jobs@granorfarm.com](mailto:jobs@granorfarm.com) with:

1. Subject line: Farm Assistant Application, (Your Name)
2. Responses to the questionnaire below
3. Resume
4. Three references, work- or farm-related, with current phone numbers and/or emails

If your qualifications meet our standards we will contact you to schedule an interview.

### **Questionnaire:**

1. Why are you interested in Granor Farm?
2. What previous farming or other relevant experience are you bringing to this position?
3. What practical skills or personal goals do you hope to achieve with this position?
4. Do you have any prior injuries to back, knees, etc. that might limit your ability to do farm work? Do you have any allergies or physical limitations that might affect your ability to do farm work in a rural setting?
5. Please tell us something interesting about yourself (hobbies, obsessions, talents, etc.)

If you are considered for the position, we may require a half to full day working interview on the farm.