



Wholesale Greenmarket Site Manager
GrowNYC, formerly Council on the Environment of NYC
jobs@greenmarket.grownyc.org

Organizational Information

Wholesale Greenmarket (WGM) is a program of GrowNYC (<http://www.grownyc.org>) and Greenmarket. The Wholesale Greenmarket is NYC's only wholesale farmers market, an open air, night-time market located at the New Fulton Fish Market in the Bronx, dedicated to farmer-direct sales in wholesale quantities. GrowNYC plans to expand and develop the market, to provide small and mid-scale regional growers with a desirable, stable, and lucrative market and to ensure a continuing supply of affordable, fresh local produce to New Yorkers.

Position Summary

GrowNYC is searching for a flexible, highly organized person to serve as the on-site manager of NYC's only farmer-direct wholesale market, a market of 12-20 growers. An ideal candidate will have professional experience in market management, regional agriculture, food distribution, produce handling and receiving, farmer direct sales/marketing, food procurement/purchasing, and/or traffic control/flow. This position is located on site at the Wholesale Greenmarket, on the Hunts Point peninsula in the Bronx, for all market hours: Monday through Saturday 2:00am-8:00am. Reporting to the Greenmarket Director and Wholesale Greenmarket Coordinator, the market manager will lead daily operations on-site (detailed below). This is a seasonal position, through the end of November 2010.

Responsibilities

- Assume on-site managerial responsibilities including farmer location placement, traffic flow, site maintenance (including general cleanliness and attractive product presentations) and signage maintenance.
- Enforce the Wholesale Greenmarket's rules and regulations, including sanitation and food safety.
- Track visitors to and sales at the market.
- Prepare and send weekly product availability reports to buyers.
- Serve as the "face" of the market, lead the market's customer relations, including matching new market visitors with farmers who might best suit their product specifications.
- Liaise between GrowNYC office staff, farmers and the Wholesale Greenmarket's landlord.
- Ensure that advance orders are met and handled efficiently.
- Physical requirements, including working outdoors in all weather conditions, standing and walking for extended periods, working nighttime and very early morning hours.

Ideal Qualifications

- Professional experience in market management, regional agriculture, food distribution, produce handling and receiving, farmer direct sales/marketing, food procurement/purchasing, and/or traffic control/flow.
- Bilingual Spanish/English are preferred.

Salary Range

Commensurate with experience.

GrowNYC/Greenmarket is an Affirmative Action Equal Opportunity Employer and hires without regard to race, gender, religion, age, sexual orientation or physical disability. Please email resume and cover letter to jobs@greenmarket.grownyc.org. No phone calls please.