



Market Manager

Help bring local, affordable, fresh food to food insecure neighborhoods across DC!

Organizational Overview

Arcadia Center for Sustainable Food and Agriculture is a non-profit organization dedicated to creating a more equitable and sustainable local food system in the Washington DC region. The Mobile Market is one of Arcadia's four distinct program areas that address a specific need in the community, while collectively engaging consumers, farmers, schools, and institutions.

Arcadia's Mobile Market operates as a retrofitted school bus and box truck that double as farmers' markets on wheels. The Mobile Market serves neighborhoods across DC with high levels of food-insecurity, particularly Wards 7 & 8.

Our goals:

1. To make fresh, high-quality, local food convenient, affordable and consistently available for all DC residents
2. To support a shift in consumers *investing* in the food they eat by doubling the purchasing power of food assistance benefits spent at market (SNAP, WIC, Senior FMNP)
3. To create opportunity for local farmers to expand their reach to more DC residents

Arcadia is a small but growing organization, and the right candidate will have the opportunity to grow with us and become an integral part of our Mobile Market program. You will be the right candidate if you are able to combine a passion for building a strong, local and sustainable food system with the practical skills and experience listed below.

Job Description

Arcadia is hiring two seasonal, full-time Market Managers. The Market Manager is the leader of at-market operations at Arcadia's Mobile Market locations, selling high-quality, local food to customers across Washington, DC. The 10 weekly market locations run Tuesday - Saturday, May 14 - Saturday November 17, 2018. A typical day starts at the Mobile Market headquarters, where the Market Manager meets with the Operations Manager and associates to load up the market vehicle. The Market Manager drives the vehicle to the market location (different each day of the week) and works with team to operate the market. The Market Manager lead the pack up, drives back to HQ, unloads the vehicle, cleans up and ends their day. The Market Managers will work closely with the Mobile Market Director and Operations Manager to implement operation strategies focused on communication, staff management and customer service. Together, the Market Managers, Director and Operations Manager will strive to foster a positive, engaging workplace for the Mobile Market Team as a whole.

Vehicle Operation

The Market Managers play an essential role in operating the two market vehicles, a 16'-long Isuzu box truck and a retrofitted school bus to and from market locations. The Isuzu only requires a valid Driver's License, but the Bus requires a Class B Commercial Driver's License. The first responsibility of the Market Managers will be to study for and pass the CDL Knowledge Test, then the CDL Road

Skills test. The Mobile Market Headquarters is located at 1800 Perry Street NE, 20018, approximately 1 mile east of the Brookland Metro Station.

Market Management

The Market Manager leads all at-market operations:

- Directing Staff and Volunteers
 - Setting-up and breaking down the market
 - Conducting transactions, handling payments
 - Restocking products and maintaining the market's appearance
- Ensuring security of money, voucher payments and valuable equipment
- Maintaining market inventory
- Overseeing customer experience
 - Building rapport and mutual respect with customers
 - Resolving challenges that arise
- Managing Produce Plus distribution at market (June - September)
- Supporting at-market needs of partner organizations
- Facilitating at-market promotions (surveys, outreach, etc)

Necessary Qualifications

- Experience managing a team
- Knowledge of food inequity in DC and a passion for community-centered food access
- Strong interest in serving the needs of customers, especially those typically underserved
- Comfortable engaging with a diverse population of customers
- Valid DC, MD or VA Driver's License with clean driving record
- Experience driving a box truck or willingness to be trained
- Willingness to train for and acquire Commercial Driver's License
 - **See Eligibility Requirements below**
- Experience working in the food industry (farming, restaurant, grocery, etc.)
- Strong communication and interpersonal skills (Prompt and clear communication in all forms)
- Professional in demeanor, highly organized and reliable
- Ability to perform in a fast-paced environment with competing demands
- Skilled at taking initiative, self-management and delegating tasks
- Skilled at strategic problem-solving
- Ability to lift 40 lbs regularly
- Ability to work outdoors in summer conditions
- Ability to pass a background check and drug test

Preferred Qualifications

- Commercial Driver's License
- Experience being part of a management team
- Excellent geographic knowledge of and experience driving in Washington, DC
- Proficiency in Spanish

Hours & Compensation

- Start Date Monday, March 12, 2018 (with some flexibility)
- Arcadia's Mobile Market 2018 season will run from Tuesday, May 14 through Saturday, November 17, 2018. Market Managers hours will align with market operation times, Tuesday through Saturday.
- Full Time, Hourly Position, \$18/hour
- Ready access to local, farm fresh food all season long!

Apply

Email your resume, Driver's License status and brief answers to the questions below by **Thursday, March 1, 2018 at 5:00pm** to Erin Close, Mobile Market Director, at erin@arcadiafood.org. Feel free to contact with any questions.

1. What is your relationship to food inequity?
2. How do you work to motivate a team?
3. How do you create connections and build trust with strangers?

Arcadia is committed to a policy of equal employment opportunity and does not discriminate in the terms, conditions, or privileges of employment on account of race, age, color, sex, national origin, physical or mental disability, or religion or otherwise as may be prohibited by federal and state law.

****You must take the CDL exams in the state where your Driver's License is held.**

Therefore if you have a Maryland Driver's License, you must obtain a Maryland CDL, which can be used in any state. The same for DC and Virginia.

DC DMV ensures the safety of commercial drivers through certain requirements for a CDL.

To get a DC DMV CDL:

- You must be at least 21 years old and have a valid NCDL.
- You must be a US citizen or non-US citizen with a valid Permanent Resident Card.
- You must provide proof of US citizenship or lawful permanent residency.
- You must provide a 10-year driver history report. You will have to request this report from the department of motor vehicles in any state that has issued you a license in the past 10 years. DC DMV checks driving history in all 50 states.

You are **not** eligible to apply for a DC DMV CDL if you:

- Have a revoked or suspended NCDL
- Have certain medical conditions, such as type 2 diabetes
- Have a scheduled hearing on moving violation ticket(s)
- Have an unresolved citation (such as tickets or judgment) in another jurisdiction
- Are a non-US citizen who does not possess a valid Permanent Resident Card

To get a Maryland MVA CDL:

- You must be at least 21 years old and have a valid MD Driver's License.
- You must be a US citizen or non-US citizen with a valid Permanent Resident Card.
- You must provide proof of US citizenship or lawful permanent residency.