

Arcadia Center for Sustainable Food & Agriculture

Job Description Sourcing Driver

[Arcadia Center for Sustainable Food and Agriculture](#) is a non-profit organization serving the Washington, DC-area. We raise awareness about healthy food and its sources, and establish innovative connections between sustainable local farms and consumers.

Arcadia is committed to increasing access to healthy, local, affordable food. We have partnered with Bainum Foundation Farm to develop aggregation and distribution capabilities for food grown at Bainum Foundation, Arcadia Farm, and other farms in the Washington, DC area. This food will support Arcadia's Mobile Markets, as well as a number of other programs operating in Washington, D.C.'s wards 7 & 8.

Job Description

Arcadia is hiring a full-time, seasonal Driver to pick up and deliver food from local farms into Washington, D.C. The driver will serve as our sourcing and distribution driver, making runs between partner farms in within 125 miles of Washington, D.C. and our headquarters in the district. The driver will also distribute food from the program headquarters to our markets and other locations in low-food access neighborhoods.

Responsibilities

- Coordinate schedule with Arcadia staff and farmers
- Pick up food from area farms
- Track and monitor the food from pick-up to delivery
- Follow required food safety protocols during transport, at the headquarters and in regular handling of the product
- Assist in packing produce in proper volumes for each market
- Assist in assessing food quality before and during packing, and work with the Mobile Market Director to provide feedback to farmers
- Deliver orders to Mobile Markets and other partner locations in Washington, D.C.
- Monitor operational needs of delivery vehicle (gas, oil, windshield-wiper fluid) and schedule maintenance
- Maintain clean vehicles
- Assist in the program headquarters as needed
- Perform other related duties as required
- Work closely with Mobile Market Director and Mobile Market Manager to ensure a seamless supply of food for our customers

Qualifications

- Excellent geographic knowledge of and experience driving in Washington, DC preferred
- Ability to drive a 14-foot box truck in an urban setting
- Current CDL a plus but not required
- A clean driving record
- Must pass a DOT drug test
- DOT Medical Exam certificate preferred
- Ability to cheerfully work long days, potentially beginning early or ending late
- Ability to lift 50lbs
- Familiarity with Excel
- A Servsafe or Prometric Food Safety Manager Certificate, or interest in acquiring the certificate, is plus but not required
- Knowledge of and a passion for local and sustainable food, food access, and public health
- Experience working in the food industry (farming, restaurant, grocery, etc.) is a plus but not required
- Community and team oriented
- Good reasoning abilities and sound judgment.
- Punctual and reliable
- Excellent interpersonal and communication skills
- Professional in demeanor, highly organized, and accountable
- Ability to perform in a fast-paced environment with competing demands

Hours: The Sourcing Driver position will run from June through November (approximately 26 weeks). The Driver will work up to 40 hours a week. Once hired, the Driver will coordinate with the Mobile Market Director to establish a regular work schedule that optimizes availability and program needs.

Compensation: The Sourcing Driver will be paid \$16/hour.

Reports to: Mobile Market Director

Please direct all questions to Pamela Hess, Executive Director at info@arcadiafood.org

To Apply: Please e-mail your resume and cover letter to Pamela Hess, Executive Director, at info@Arcadiafood.org

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.

Applications reviewed on rolling basis until position is filled.