



Troy Farm Assistant Farm Manager
40 hrs/wk at \$15-16/hour depending on experience
March 13, 2023 - November 17, 2023

About Rooted

We are committed to collaborations rooted in food, land, and learning so that people can grow and thrive in healthy, equitable, and sustainable neighborhoods. Ours is a firm commitment to building racial equity and inclusion and dismantling racism in our communities, in our education and food systems, in the environment, and within our organization. This is a path of lifelong learning and commitment to action.

About Troy Farm

Troy Farm is a project of Rooted and includes 3+ acres of field and greenhouse production of certified organic diversified vegetables, fruits, herbs, and flowers. The farm has been growing certified organic vegetables on Madison's Northside since 2001, and we are proud to be one of the city's oldest urban farms. Troy Farm sells produce to the community at our on-site farm stand on Thursday evenings and at the Northside Farmers' Market on Sunday mornings. Much of our produce is sold to members through farm memberships—including discounted membership for qualifying members—similar to a Community Supported Agriculture (CSA) program. Troy Farm produce is also distributed to nearby neighborhood centers where it is available cost-free to community members. Troy Farm also collaborates with local grower organizations on the land, hosts community education events, and partners with local chefs to host Thursday night community meals.

About the Position

The Assistant Farm Manager leads and trains crew members and volunteers on the farm and works with the Farm Director and Farm Manager to make plans, set priorities, and accomplish the farm's production goals. Troy Farm uses hoopouses, greenhouses, hand tools, a two-wheel tractor, and a four-wheel tractor to grow a wide range of crops. The Assistant Farm Manager will help manage 2-3 full season crew members, and 5-7 summer crew members, as well as a large group of both regular and one-time volunteers who help with the daily tasks of the farm.

About the OVFM Apprenticeship program

Rooted partners with the Organic Vegetable Farm Manager (OVFM) Apprenticeship Program as a host site. This position is eligible to participate in the 2-year apprenticeship program. To learn more about the OVFM Apprenticeship Program, please contact Sarah Janes Ugoretz (she/her), OVFM Apprenticeship Program Manager at 608-226-0300 or sarah@csacoalition.org or visit <https://www.csacoalition.org/apprenticeship>.

Specific Duties and Responsibilities

Farm Production

- Help manage and perform in-field operations such as tillage, planting, cultivation, and harvesting.
- Help manage and perform greenhouse operations, such as seedling and in-ground production.
- Help manage post-harvest operations, such as washing, packing, and delivery.
- Keep production records, including harvest records, field work logs, and equipment maintenance.
- Help implement and market Troy Farm's social enterprises, including direct-to-consumer sales, on-farm events, social media, newsletter communication, and annual plant sale.
- Ensure that farm organic certification and food safety requirements are met and maintained.

Farm Leadership

- Attend morning meetings and weekly field walks.
- Help set farm priorities as part of an integrated farm management team.
- Manage and train farm crew in all aspects of production and processing.
- Conduct regular farm crew check in conversations with the farm manager.
- Act as an ambassador of Rooted through effective communication of the organization's mission and programs.
- Assist other programs with tasks as needed.

Desired Knowledge, Skills and Abilities

- 1-2 seasons experience in vegetable growing or similar experience.
- Organizational and communication skills and an ability to follow through on commitments, responsibilities, and tasks.
- Ability to operate farm equipment, including a 16 ft. box truck, four-wheel tractor, and two-wheel tractor, or willingness to learn.
- Ability and willingness to work in all weather conditions.
- Experience working with diverse groups of people in community settings.
- Experience supervising employees and/or volunteers.
- Commitment to mission and values of Rooted, including social justice and racial equity.
- Ability to engage in critical conversations about identity and culture and the ways that they intersect with farming.
- Interest in learning about farming and being part of a learning community.

Additional Information/Requirements

- At times, there may be a need to work in inclement weather and/or to adjust work hours to accommodate the weather.
- Provide a copy of a valid ID.
- Have reliable transportation to and from Troy Farm, which is located on the 22 bus line.
- Willingness and ability to work some weekend and evening hours.
- Ability to pass a standard background check.

Diversity, Equity, and Inclusion Statement

Rooted is an equal opportunity employer. All applicants will be considered for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status. We strongly encourage applications from diverse applicants of all ages. Rooted is committed to providing employees with a work environment free of discrimination and harassment. Rooted is subject to certain governmental record-keeping and reporting requirements for the administration of civil rights laws and regulations. In order to comply with these laws, we invite applicants to [voluntarily self-identify](#) their race and ethnicity. Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment.

Position Classification

- This position is FLSA Non-Exempt, full time (40 hrs/wk).
- This is a seasonal job, spanning from March 13, 2023 - November 17, 2023.
- The pay rate is \$15-\$16/hr, depending on experience.
- The Assistant Farm Manager receives a \$600 membership credit at the Troy Farm stand, \$200 fall share, and a \$50 gear stipend.

How to Apply

Applicants may [apply online here](#) or may email a cover letter and resume to troyfarm@rootedwi.org.

Cover letter and resume may also be mailed to:

Rooted
2702 International Lane, Suite 200
Madison, WI 53704

For a paper application, please email troyfarm@rootedwi.org or call (608)-240-0409.

For priority consideration, apply by **February 8, 2023**. **Applicants may apply after this date. Positions are open until filled.**