



JOB DESCRIPTION

Market Manager

The Village of Williamsville Farmers Market was founded in 2007 by a small group of community minded Village of Williamsville residents who volunteered their time and efforts learning how to start, organize and sustain a farmers' market — truly a labor of love! Everything sold at our farmers' market is grown and produced within 60 miles of our community. Farmers from the Northtowns to the Southtowns bring their seasonal farm fresh fruits and vegetables, which are picked at peak flavor to ensure their freshness and taste, and artisan vendors sell their handcrafted goods and delicacies. Today, the Farmers Market is a long-standing event within the community. It's a common gathering place for residents, local farmers and artisans, and a hub of excitement for people to enjoy fresh food and local products on a weekly basis.

We are seeking an individual who loves working with people and coordinating the efforts of local vendors on market day. The right individual will enjoy the outdoors, working with people, and have a passion for locally grown food and the impact it has on our local community and economic development.

JOB FUNCTIONS:

- Assisting pre-event with the layout and flow of the Market
- Arriving early on a Saturday morning at 6:00 am to supervise the setup of the market
- Moving the market equipment (tables, chairs and tents) from the storage location to the market location, and setting up 2 to 3 tents and signs (will require heavy lifting)
- Supervising the market from the hours of 8 am to 1 pm, to include:
 - Checking that all vendors are selling product according to their product plan
 - Making sure that the Market Rules and Regulations are being followed by vendors and participants
 - Ensuring that dogs do not become a nuisance
 - Assisting vendors and customers, as needed, with various tasks or needs
- Closing the market, which includes breaking down tents, chairs, and signs, and returning them to the storage location

REQUIRED COMPETENCIES:

- Excellent communication skills
- Outstanding customer service
- Problem solving
- Basic math skills
- Resourcefulness

PHYSICAL REQUIREMENTS:

- Lifting items up to 50 lbs.
- Walking/standing for up to 8 hours
- Remain outside in various weather conditions

JOB INFORMATION:

- Pay Rate: \$15.00 - \$18.75 per hour, based on experience
- Days: Every Saturday between during May through October
- Hours: Starting at 6am until approximately 2pm

IF INTERESTED, PLEASE CONTACT:

Ellie Grenauer at 716-984-6572 or egrenauer@gmail.com