



Eat Fresh, Buy Local, Build Community

The Proctor Farmers' Market Is Hiring: A-Board Set-Up and Pick-Up Position

In 2024 the Proctor Farmers' Market will celebrate our 30th year providing the community with fresh, locally grown farm products while providing area growers with a venue for their crops and products.

As Pierce County's only 4-season market, we are open on Saturdays, 42 weeks a year:

- Regular Season: Saturdays | 9am-2pm | March 30 - December 21, 2024

-Winter Season: Saturdays | 10am-1pm | Jan 11, Feb 8, Mar 8, 2025

To support the weekly operations of the year-round, outdoor venue, the Market is now looking to fill the **A-Board Set-Up and Pick-up position**. The ideal candidate will enjoy high physical exertion, is comfortable working outdoors (including inclement weather), and is extremely reliable. The position reports to the Market Manager. On-the-job training provided.

Compensation: Salary plus Retention Bonus Opportunity:

- Total Part-time Hours Per Saturday = 2-3 hours. Compensation: \$120.00 per week with an additional \$40 per month stipend for A-Board sign storage (an approximately 2'X4' storage space is required).
- **Retention Bonus Opportunity:** *We are pleased to offer a one-time retention bonus of \$300.00, in return for a commitment to remain with the Proctor Farmers' Market for a continuous six months from date of hire. If all eligibility requirements are met, the bonus would be issued 6 months after the date of hire. Complete Retention Bonus details will be provided if hired.*

This is a part-time job that consists of two shifts every Saturday, during the following hours:

- Job Training is scheduled for Feb 10 and March 9, 2024. Official job start date is Mar 30, 2024.
- Safety vest will be provided to wear while on the job.

Shift 1: 6:30AM – 7:30AM (The Winter 2025 Market Shift Hours are 7:30AM-8:30AM)

Prepare the 22 A-Boards by inserting the weekly Market offers (printed and picked up weekly at the UPS Store in Proctor) into clear plastic sheet holders (see '**Winter Market Today**' example in the photo below). Load A-Boards into your vehicle and distribute to 22 designated locations in a 2-mile radius around the Market. On-the-job training provided.



Market A-Board

Shift 2: 2:00pm – 3/3:30pm (The Winter Market 2023 Shift Hours are 1pm-2/2:30PM)

At the close of the market at 2pm (or 1pm in Winter), pick-up all A-Boards, and unload into your storage space for the week.



proctorfarmersmarket.com | Market Location: N. 27th & N. Proctor Streets, Tacoma, WA

Required Qualifications:

- Valid driver's license, with a clean driving record.
- A reliable vehicle capable of holding 22 A-Boards.
- Covered storage space for 22 folded A-Board signs, approximately 2'X4' (Market pays \$40/month for sign storage).
- Reliable, prompt, and proactive, and able to work in all weather conditions. The physical demands for the position require full mobility, continuous movement, and the ability to lift 25+ pounds.

Education Level

- High School diploma or more preferred, with related work experience.

To apply: respond to this job posting with a cover letter and resume detailing your interest in the position, and past relevant experience. Due to the volume of responses, only those applicants selected for interview will be contacted. The Proctor Farmers' Market is an Equal Opportunities Employer.

The Proctor Farmers' Market is an Equal Opportunity Employer.

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Proctor Farmers' Market Diversity Initiatives

Please click [here](#) for further information on the following:

Puyallup Tribe Land Acknowledgment:

All PFM Board Meetings begin with a Land Acknowledgement.

Proctor Farmers' Market 'Statement of Solidarity'

Read about our commitment to meaningful, systemic reform.

Proctor Farmers' Market 'Statement of Inclusivity'

The Market strives to be a welcoming, inclusive, and safe space for all people to enjoy.

BIPOC Mentorship Program

A vendor mentorship program to help increase diversity, equity, and inclusion and reduce barriers to entry.

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COVID-19:

The Proctor Farmers' Market will monitor any needed Covid-19 health protocols, and we will comply with all state, county, and local health and safety requirements and guidance.

