

BBA Working Group 1

ACTIVITY 1

Identify and brainstorm the elements of a Job Description for your farm business:

Using the results of the values/work environment checklist survey you filled out, complete a job description for your farm.

In the example below, we have provided a template for a job as *Field Lead* at *Ripe Valley Farm*. Use this example to create your own detailed job description for a position available on your own Farm:

Ripe Valley Farm, Field Lead (example)



Join our incredible team! Ripe Valley Farm is a 5-acre vegetable farm with a farm stand and 100 member CSA.

Our mission is to produce high quality vegetables using ecologically sound farming practices while providing living wages for employees and giving back to our community with the Food Boxes for Families program.

We are located within 30 minutes of the mountains, river, and lakes with recreational opportunities in your time off.

Ripe Valley Farm, Field Lead (example)

Desired Qualities:

- At least 3-years hands on experience on a vegetable farm
- Previous experience managing field staff
- Basic tractor and implement operation skills
- A positive attitude and ability to work efficiently
- Post secondary degree or diploma in agriculture preferred

Job Details

- Starts April 14 ends Oct 27, 40 hours/week
- Wage range \$20 - \$25 / hour depending on experience
- Extended health benefits
- Free produce for personal/family use

Main Duties

- Organize and direct field staff to ensure seeding, planting, cultivation, irrigation, harvest and timelines are met.
- Transplanting, mechanical weeding, operation of handheld power tools
- Maintain careful records
- Create a positive and efficient work environment

To Apply

Send a resume and cover letter describing your interest in the job and relevant skills and experience that match the job description to ripe@ripevalleyfarm.ca

Deadline to apply March 1, 2023

FARM Name:

JOB Title:



1. Who we are

2. Our Mission (incorporate your values here!)

3. Location and Attractions in/near work environment (Use your survey checklist)



4. Desired candidate qualities (what values and skills are you looking for?)

5. Job Details (Be specific! Wage must be detailed)

a. Job term

b. Hours

c. Wage

d. Benefits offered (Refer to your 'Attractive Work Environment' checklist)



6. Main Job Duties (What gaps do need filled on the farm?)

7. How to Apply (Your details – use email address! Deadline to apply)