



# Community Farmer

## Job Posting

### Position Overview

The Community Farmer will provide overall leadership to the management of agricultural land under Hope House's management. All fresh food produce will be distributed through Hope House's Food Market, to other food security agencies within Guelph or through the Better Food Co, a social enterprise project of Hope House, which uses a portion of the produce grown to generate income to support Hope House's food programs through direct sales to restaurants or sales of single serving meals.

The Community Farmer will be responsible for the management of an 8.6-acre parcel known as the North Field Food Farm located on the Ignatius Jesuit Centre. Approximately 2 acres is under production with the remainder in cover crops. At this site the Community Farmer is responsible for the development of the crop plan, work plan, supervising volunteers and the Farm Assistant with growing, harvesting and distributing of quality vegetables using Organic and Food Safety protocols.

The Community Farmer is also responsible for the administrative tasks related to the farm such as purchasing supplies, capital improvement projects and submission of reports.

### Duties and responsibilities

#### Production

- Develop the crop plan and harvest plan with Hope House staff to support food market and Better Food Co
- Make purchases of supplies, seeds and other materials to support production
- Ensure that farm equipment and tools are maintained
- Identifies and sources necessary repairs and replacements to farm equipment and tools when necessary
- Work with and set pace for the Farm Assistant, other staff and volunteers at North Field Food Farm on how to plant, transplant, weed, harvest and clean produce according to Organic and Food Safety protocols
- Design, develop, field coordinate, plant, transplant, weed, harvest and clean produce according to Organic and Food Safety protocols
- Provide a welcoming space for participants to build self-confidence, wellness and personal skills

#### Healthy and Safety

- Maintain an appropriate Standard First Aid, CPR and Naloxone certifications
- Demonstrate due diligence in ensuring the overall safety of the community members, staff and volunteers and to observe all Occupational Health and Safety legislation in the workplace and notifies any concerns to your supervisor

- Help ensure that activities are conducted on the farm in a safe manner by staff, volunteers and community members

### **Other duties**

- Work within a set budget and purchase equipment, supplies and other items as required with the appropriate approvals
- Works with the Farm Assistant to ensure that at least one of you is onsite whenever volunteers are at the site
- Complete all program documentation e.g. participant releases, program related data collection
- Accurately and timely completion of administrative tasks, e.g. expense claims, credit card reconciliations, reports to supervisor, Board Report etc.
- Attend staff training and meetings and provide appropriate and constructive input
- Other duties as assigned

### **Direct reports**

- Supervises the Farm Assistant and other farm staff when applicable
- Some supervision of volunteers

### **Qualifications**

- A minimum of 3 years experience in gardening, ecological farming or other field work
- Knowledge and experience in working with basic farm tools
- Ability to establish and build healthy working relationships and partnerships with stakeholders
- Ability to work collaboratively in a team environment as well as independently
- Demonstrated experience and expertise working with marginalized individuals and groups
- Able to maintain strong boundaries with community members
- Ability to work within a budget
- Experience working with volunteers
- Exceptional relationship building skills, supportive listening and crisis intervention skills
- Passionate about issues of poverty in our community
- Works well outside in all weather, at a good pace
- Solid basic math and relational skills
- Commitment to Health & Safety, operating as a cohesive team and building community
- Ability to lift up to 50 lbs, load and unload supplies into vehicles
- Commitment to continuous learning and growing
- Strong organization and administrative skills
- Strong commitment to the vision, mission and core of Hope House
- A valid vulnerable sector criminal record check will be required by the successful candidate
- Hold current Standard First Aid, CPR and Naloxone from an accredited organization
- Working knowledge of poverty (i.e. generational, situational, working poor)
- Provision of a vulnerable sector police check

### **Compensation and Details**

- Start Date: Monday, January 2, 2023 (ideal)
- This is a part-time, permanent position based on an average of 22 hours per week
- Work schedule to be determined based on the needs of the role and will include some evenings and weekend work from April to October.
- Salary range of \$21,000 to \$23,000 per year

- This position is in Guelph and required to work at the North Field Food Farm (5484 Hwy6, Guelph ON)
- To support health and wellness, this role has access to:
  - Three weeks of vacation on an annual basis
  - Additional time away of up to seven paid personal days
  - Hope House's Health Benefit Package after three months of employment which includes basic life, critical illness, extended healthcare, dental, vision and paramedical services. Hope House pays 100% of the health benefit premiums.
  - Hope House's Group RRSP Package after three months of employment where Hope House matches up to 5% of the employee's salary as a contribution to the employee's RRSP plan

## **Equity, Diversity and Inclusion**

Hope House is an equal opportunities employer, committed to employment equity. We value diversity and invite all qualified candidates to apply. We welcome team members with the knowledge and skills to productively work with diverse communities. Hope House values lived experience alongside educational and workplace experience. Feel free to highlight your lived experience in your application, as you feel comfortable, as it will help us consider your application in a holistic way.

## **About Hope House**

Hope House is part of Guelph's system of services for community members living in poverty. Our distinctiveness and strength lie in our ability to act as a community hub for those experiencing poverty. Through our programs and close partnerships with like-minded organizations we address the five dimensions of well-being: physical, spiritual, emotional, relational, and financial. A person or family can experience poverty in any of these areas.

All our programs and services are delivered in support of our vision and mission while living out our values of dignity, belonging, and advocacy. Our goal is to foster a greater level of independence by delivering front-line services and support that allow our community members to maintain their dignity and choice. This is accomplished through a diverse range of programs and services including a choice-based Food and Clothing Market, Hope Stylin' Haircuts, Healthy Living programming, the Guelph Community Backpack Project, a daily Café, Hope for the Holidays, and other programs supporting all Guelph residents (including children) living in poverty.

**Vision:** A community supporting people living in poverty to discover their purpose and develop their full potential.

**Mission:** With the goal of a greater level of independence for every person living in poverty, we provide tangible, compassionate assistance and care to those in Guelph and abroad through immediate relief and ongoing support.

**Values – Dignity, Belonging, and Advocacy**

- **Dignity:** We believe every person matters.

- **Belonging:** We offer a community that welcomes and encourages people where they can receive immediate relief and ongoing support.
- **Advocacy:** We advocate with and amplify the voices of people living in poverty.

### **Next Steps**

- Please email your cover letter and resume, specifying Community Farmer in the subject line, to [director@hopehouseguelph.ca](mailto:director@hopehouseguelph.ca) by 11:59 pm Wednesday, October 26, 2022.
- Please include in your cover letter the answer to the question, “Why you believe you are a good fit for this role?”