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## **MAP Job Opportunity**

MAP is committed to promoting diversity, equity and inclusion and strives to build a staff that reflects the communities we serve. We encourage qualified members of diverse communities to apply. MAP is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, or age.

### **Position Title: Mobile Market Procurement Coordinator**

#### **Organization Summary**

The mission of the Massachusetts Avenue Project (MAP) is to nurture the growth of a diverse and equitable community food system to promote local economic opportunities, access to affordable nutritious food and social change education. MAP's Urban Farm employs sustainable and organic growing methods to produce culturally diverse produce on reclaimed land. MAP's Mobile Market brings fresh produce to areas of the City of Buffalo that do not have adequate access to it. The Mobile Market partners with organizations across Buffalo to reconnect households to their food source and ensure folks have access to culturally appropriate produce. MAP's Growing Green Youth Program is a year-round youth development initiative that involves youth in solving Buffalo's challenges related to nutrition and healthy food access. The program trains youth in urban agriculture, food systems issues, microenterprise development, and leadership. MAP values creativity and cooperative principles and our staff work closely as a team.

#### **Position Summary**

The Mobile Market Coordinator will work with the Mobile Market team to bring fresh, affordable, and culturally appropriate food to Buffalo neighborhoods. The Market Coordinator's primary role is to build community around fresh food. This task is accomplished by operating mobile market locations, building relationships with customers, and sharing knowledge about fresh food. The Mobile Market Coordinator works closely with local farms to promote and support the advancement of local food distribution. The Coordinator will also work with MAP Staff to train interns and Growing Green Youth on all aspects of market operations, coordinate operation of MAP's Mobile Market, communicate with market sites, and marketing of local producer products.

#### **Essential Functions**

##### **Market Development and Coordination**

- Work closely with MAP Markets Director, Farm Director and other local farmers to coordinate procurement and storage of produce and supplies for market sites;
- Build relationships with local, sustainable farms and wholesalers to supply MAP's Mobile Market; and
- Arrange for pickup and/or accept produce deliveries.
- Operate Mobile Market sites, including produce packaging, farm stand set-up and break-down, customer service, cash-handling, driving Mobile Market truck, reporting, and produce education;

**Massachusetts Avenue Project**  
**387 Massachusetts Avenue | Buffalo, New York 14213**  
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- Build relationships with consumers and visitors by sharing genuine experiences regarding food preparation and consumption;
- Track food sales at market sites, including monitoring prices, tracking inventory, and quality control;
- Maintain weekly market schedule and assist with promoting seasonal events in market neighborhoods;
- Participate in on-going neighborhood based outreach and promotion for market sites, including door-to-door canvassing, social media, and other public speaking opportunities (ex. block club meetings);
- Train and oversee volunteers, interns and Growing Green Youth;
- Provide community-based education, including recipe-sharing, nutrition knowledge, and seasonal tips;
- Support strategies to grow customer base and promote the importance of healthy, seasonal, and local eating lifestyle;
- Assess customer feedback on a regular basis to provide better service and education.

### **Other Responsibilities**

- Participate in program evaluation and strategic planning; and
- Information tabling at community events and/or health fairs.

### **Important Skills & Qualifications**

- A love of sustainably produced fruits and vegetables and enthusiasm for sharing knowledge;
- Familiarity with sustainable agriculture and food systems;
- Strong communication skills; experience working with English language learners a plus;
- A high energy, friendly attitude (even if it's hot, or rainy, or the end of a long day);
- Strong organization skills and ability to manage multiple projects at once;
- Self-motivated and demonstrated ability to work cooperatively as part of a team;
- Ability and comfort working with a diverse population; experience working with youth and/or communities of color a plus;
- Fluency with social media and computer database software;
- Flexible schedule is crucial; ability to work evenings, weekdays, and occasional Saturdays;
- Ability to safely lift 50 pounds in and out of a raised truck bed, repeatedly; and
- Ability to drive and safely maneuver a Box Truck (does not require a commercial drivers license) and clean driving record.

**This is a full-time (40hr wk), year-round position starting at \$38,000/yr, with health insurance, paid vacation, holidays and other benefits.**

**Applications are due March 24th,2023**

**Interested candidates should send a cover letter and resume to:**

Karine L. Amato, Markets Director

[marketsdirector@mass-ave.org](mailto:marketsdirector@mass-ave.org)

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