

Job Description: Helen's Acres Farm Supervisor

Kelowna Trinity Baptist Church Legacy Foundation



Employment Type: Temporary Full Time

Contract Length: March 1 – October 31

Hours: 35/hrs week. Tuesday – Saturday (some flex hours required)

Wages: \$28/hr

About Helen's Acres: Helen's Acres is a 24-acre community farm located in the heart of Kelowna, BC. The farm is owned and operated by the Kelowna Trinity Baptist Church Legacy Foundation, with a mandate to grow food exclusively for donation to local agencies, such as the Central Okanagan Food Bank.

Position Overview: The Farm Supervisor is responsible for planning, planting, growing, and harvesting all the produce on Helen's Acres Farm. The Farm Supervisor will collaborate with partner organizations and volunteers, in accordance with the procedures set out by both the Community Manager and Executive Director.

Organizational Status: Reports to the Community Manager

Working Conditions: This position requires availability on Saturdays to assist with volunteers. Some flex hours are required/permitted based on crop needs. Outdoor duties are performed in all weather conditions and an indoor office space will be provided.

Position Responsibilities:

- Coordinate and oversee day-to-day land stewardship and activities for a defined range of agricultural crops
- Work in collaboration with the Community Manager to create and execute a crop plan
- Identify and communicate required supplies for all farming operations
- Oversee the maintenance of all machinery and equipment (including irrigation) in collaboration with volunteers
- Educate and equip volunteers as requested in the following areas: propagating seeds, planting, weeding, harvesting, weighing, and sorting
- Provide basic agricultural training and education as requested to partner organizations
- Participate in educational tours as requested
- Manage and schedule any additional seasonal agricultural staff

- Provide progress reports as needed to support the co-ordination and scheduling of volunteers

Minimum Qualifications:

- Knowledgeable in commercial crop production
- Demonstrated understanding of land management and horticultural techniques
- Able to operate tractors, field implements and tools safely and efficiently

Preferred Qualifications:

- Highly developed organizational and time management skills
- Collaborates well with diverse people groups
- Team oriented mindset
- Able to delegate tasks and provide adequate training for volunteers and students

To Apply:

Please send a resume and cover letter to admin@tbcllegacy.ca.

Application deadline is February 10, 2022