



Grow Amsterdam Farmers Market Manager

The mission of the Grow Amsterdam Farmers Market is to connect local farmers, producers, and artisans with the community by offering fresh, high-quality local foods and goods to create a welcoming and engaging community marketplace.

The Farmers Market Manager is a part-time, seasonal position responsible for overseeing all operational, administrative, and community-facing aspects of the Grow Amsterdam Farmers Market. The Market Manager serves as the primary authority on market days, represents the Leadership Team, supports vendors, administers food access programs, and ensures a welcoming, safe, and well-organized market environment. This role requires strong interpersonal skills, independent decision-making, conflict resolution capabilities, physical stamina, and experience with market or event administration. The Market Manager reports directly to the Leadership Team. The Key responsibilities of the Market Manager are outlined here.

Essential Duties and Responsibilities

Leadership, Governance & Market Oversight

The Market Manager provides primary on-site leadership for the Grow Amsterdam Farmers Market, overseeing market-day operations, coordinating staff and volunteers, and community representation. The Market Manager supports organizational governance through budgeting, operational evaluation, and strategic planning, while maintaining strong relationships with partners, agencies, and local officials.

Market Operations

The Market Manager ensures the market runs safely, efficiently, and professionally each week. Duties cover site setup and breakdown, safety and cleanliness, customer service, dispute resolution, and administration of food access programs. The role maintains operational continuity, manages on-site issues, and exercises emergency authority to protect the market and its participants.

Market & Vendor Management

The Market Manager works with vendors to help them succeed at the farmers market by creating an organized, and high-quality public market environment. The Market Manager oversees vendor setup and booth assignments, maintains product standards, enforces market rules, and manages required documentation and inspections to support a balanced and reliable market experience.

Data Collection & Reporting

The Market Manager captures essential market data, gathers customer feedback, and delivers performance and financial updates to the Leadership Team to guide evaluation and continuous improvement.

Community Outreach & Promotion

The Market Manager plays a key role in promoting the market's visibility and community presence through social media and communications, cultivating partnerships, farmers market events and activities, and supporting fundraising and sponsorship efforts.

Work Schedule & Compensation

- **Season:** June–October
- **Saturdays:** 7-8 hours on site during market operations
- **Weekdays:** Approximately 2-4 hours of off-site
- Hourly, seasonal, variable-hour position.
- \$25 per hour.

Required Qualifications

- Ability to work all scheduled shifts, including weekends and holidays.
- Comfortable working outdoors in all weather conditions.
- Experience in retail, customer service, event management, or related fields.
- Strong interpersonal skills and ability to work with diverse populations.
- Strong communication skills and timely responsiveness.
- Excellent organizational and time-management abilities.
- Ability to work independently and collaboratively.
- Ability to troubleshoot and respond to changing conditions and situations.
- Participate in professional development for market managers.
- Ability to safely lift up to 65 lbs.
- Ability to stand for up to 8 hours.
- Ability to perform physical labor associated with market setup and breakdown.
- Must have a smartphone capable of internet access, email, calls, and text messaging.

Preferred Qualifications

- Fluency in Spanish.
- Interest in farming, farmers markets, local agriculture, environmental education, cooking, and/or food access.
- Experience in community outreach, food justice, or nonprofit work.
- First aid or EMT training.

For consideration for this position, please send a resume, cover letter, and the names, phone number, and email address of at least 3 professional references to:

Tom Twente
Grow Amsterdam Farmers Market
Planning Committee Chair
tom@growamsterdamny.org

Applications are due by the end of day on April 30th, 2026.