



## **Lowlands Farm, Snohomish WA**

**JOB TITLE:** ASSISTANT FARM MANAGER

### **ABOUT OUR FARM:**

Lowlands Farm grows vegetables and cut flowers in beautiful Snohomish Washington, about 45 minutes outside of Seattle. The farm is entering its 5th growing season and is owned and operated by Alice VanderHaak. We grow our products using sustainable and responsible growing practices on 5 acres of leased land. We use tractors for bed preparation, tillage, and mowing and the rest of our farm tasks are executed by hand with human-scale tools. The heart of our farm is our CSA program where we sell about 75% of our produce and flowers, packing roughly 200 boxes and 70 bouquets a week. Additional sales include a few wholesale and retail outlets and a growing dahlia tuber program. Our team consists of up to 7 people in the summer, and 1-2 people through the winter. While we've maxed out the growing space in our current lease, we're always working to improve our systems, efficiency, and growing practices year to year.

### **DESCRIPTION:**

We are looking for a hard-working, high-energy, passionate, self-motivated, and positive leader to join our farm team as the Assistant Manager. Ideally, candidates will have at least **2 full-time, full seasons of production farming experience as well as direct leadership experience.**

The Assistant Manager works closely with the "Farm Manager" (Alice) to understand the ins-and-outs of the farm operation and will both participate in the execution of daily tasks with the crew as well as manage the team when Alice is tending to other tasks.

With direction from and in communication with the Farm Manager (Alice), the Assistant Manager works to execute priorities and set work-flow for recurring weekly farm

operations. While working with the crew, the Assistant Manager works to set and maintain pace, communicate instructions effectively, give feedback, plan ahead to keep work flowing, delegate & divide tasks, and build a positive work environment. This will require continuous communication and regular check-ins with the Farm Manager about daily and weekly management of the farm.

We are a production farm, which means the work is demanding, challenging, fast-paced and often unpredictable. To do well in this position, you should have strong practical knowledge and leadership skills, work quickly and efficiently, be detail and quality oriented, flexible in change, open to feedback, and take pride in the farm's success. This is a position for someone who is fully committed to the hustle and the demands of the farming lifestyle and the seasonal fluctuations of the job.

### **HOURS & SCHEDULE:**

**Hours:** - 40 hours/wk average during the main season (March - November); varies depending on the season, weather, and workload  
- Part-time work available in December through February  
- 30 minute unpaid lunch breaks

#### **Schedule:**

##### **Sunday - Thursday**

5 day work weeks with 2 consecutive days off in March-November. Fewer days per wk in December thru February

Friday/Saturday coverage as needed during peak season

### **COMPENSATION:**

\$20-24 per hour, depending on experience

Accrued Paid Sick Leave: 1 hour per 40 hours worked

Accrued PTO: 1 hour per 40 hours worked

Food & flowers from the field

Gear Stipend

Educational opportunities

Paid Holidays: Thanksgiving, New Years, & a Winter Holiday of your choosing

Days off must be agreed upon in advance by Farm Manager; limited flexibility during the peak season (May through September) increased flexibility in shoulder seasons

## **PRIMARY DUTIES INCLUDE:**

In collaboration with the Farm Manager (Alice), the Assistant Manager executes and helps to coordinate activities in areas of production and harvest. Weekly Operations may include but are not limited to:

### **Crop Production & Field Maintenance:**

- Bed Preparation
- Planting
- Weeding
- Irrigation Installation and Maintenance
- Pest Management

### **Harvest, Post-Harvest, & CSA :**

- Harvest, Washing, & Packing
- Managing CSA Inventory
- Leading During CSA packing
- Driving CSA Delivery and maintaining drop-sites
- Following Food Safety Guidelines

### **Big Picture Leadership:**

- Record Keeping
- Cleaning & Maintenance
- Assist the farm manager and crew in setting and meeting goals
- Lead in the development of the farm and mission
- Systems implementation and refinement
- Participate in farm planning during winter months

## **ADDITIONAL DUTIES AS ASSIGNED:**

Driving additional deliveries

Greenhouse seeding & watering

Greenhouse (tomato/cucumber) trellising

Flower harvest & arranging

Other duties as assigned

## **REQUIREMENTS**

Valid Driver's License

Able to repeatedly lift 50lbs and enjoys physical labor

Able to walk, stand, squat, bend over and kneel for extended periods

Willing and able to work outside in all types of weather  
Appropriate farm clothing  
Team Leadership Experience  
At least 2 seasons previous experience working on a production farm (full-time, full-season)  
Fully vaccinated against Covid-19  
Ability to work outside their regular work schedule for emergencies or pre-arranged work.

**DESIRED SKILLS:**

Close attention to detail and quality focused  
Able to follow a project through from start to finish  
Adaptable under pressure  
Interest and enthusiasm for vegetables and cut flowers  
Self-Motivated  
Follows food safety and farm protocols  
Positive Attitude  
Clear & Thoughtful Communication  
Enjoys the hustle of a fast-paced environment

**FUTURE OPPORTUNITIES:**

Returning employees receive:  
A CSA share per full-time year of work (to keep or trade)  
Opportunity for increases responsibilities in areas of excellence and interest  
Pay increases to match mastery and commitment to the farm

**TO APPLY:**

Email your **Resume & Cover Letter** to [lowlandsfarmwa@gmail.com](mailto:lowlandsfarmwa@gmail.com) with the job title you are applying for in the subject line.

In your Cover Letter, please include your interest in farming specifically at Lowlands Farm, your time availability for the season (days of week and months of the year), your goals in agriculture, and highlight your relevant work experience.

No phone calls, please.