



## FIELD ASSISTANT

### About Theodora Farms

Theodora Farms is a USDA Certified Organic vegetable and herb farm in Godfrey, IL. Our mission is to catalyze the health & happiness of our region through food and agriculture. We grow and sell quality vegetables based on taste and shelf-life. Our farming practices focus on building soil and creating efficient and ergonomic production systems. We love providing healthy vegetables to customers in our hometown and the St. Louis region. We sell to various wholesale accounts and through our onsite, full-service grocery FarmStore.

### Employment at Theodora Farms

At Theodora Farms we **love farming**. We love to show up, work hard, learn new skills, gain valuable experiences, meet challenges, build careers in agriculture, and become local food leaders. We elevate good agriculture and present ourselves and our work with professionalism and dedication. We aspire to be **great farmers**. We are devoted to stewarding land, building rich, fertile soils, and enhancing our environment and ecology. We are passionate about **good food**. We are thrilled to produce and share the freshest, best-tasting, highest quality foods. We are eager to **serve people**, to listen to and learn from customers, and to be present in our community. We are dedicated to building a **great business**. We create value for the farm, our families, our customers, and our community.

### The ideal candidate for Theodora Farms:

- Has experience with physical or blue collar work and loves being active
- Has an interest in agriculture and food systems
- Is able to work in a team setting with proactive communication and problem solving skills
- Is able to provide customer service that makes folks excited about eating vegetables
- Is flexible and willing to do various tasks in a startup farm setting

## **Summary of the Field Assistant position**

Field Assistants at Theodora Farms contribute to all areas of crop production, including sowing, planting, cultivation, harvest, and sales. Field Assistants are directed by the Farm Production Manager and Farm Operations Manager and support the farm in every way. Field Assistants are assessed on the quality of work, problem-solving, and teamwork.

## **Core Responsibilities**

Field Assistants will be primarily responsible for the following:

### Field Assistance

- Sow and transplant crops in greenhouses, tunnels and fields
- Prepare fields for crop sowing and transplanting
- Cultivate crops and beds
- Support crops through trellising, mulching, amending, irrigating, and covering
- Address disease and pest problems using Certified Organic methods
- Harvest, rinse, pack and inventory crops for sale, delivery, and distribution
- Deliver and distribute WS orders in the St. Louis and Riverbend area as needed
- Sell and provide customer service in FarmStore as needed
- Opportunity to use tractors and implements as directed by Farm Managers

## **Requirements:**

- 1 year of full-time work experience. Work experience in annual organic crop production is preferred but not required.
- Interest in working in a farm setting and building a career in agriculture
- Available for full-time, seasonal work
- Self-motivated work ethic combined with team orientation
- Excellent verbal communication and listening skills
- Positive, punctual, adaptable, friendly, and proactive approach and attitude
- Reliable transportation and a valid driver's license
- Reliable means of communication, including phone, email, or texting

## **Knowledge, Skills and Abilities:**

Field Assistants must have knowledge, skills and ability to do the following:

- Be punctual and coordinated with team start times
- Work both independently and as a member of a team
- Demonstrate listening skills
- Make independent decisions
- Communicate effectively with managers, team members and the public
- Provide and receive clear feedback
- Complete projects and tasks
- Discern short- and long-term priorities in fields
- Develop and maintain awareness of crop locations, soil conditions, pest, disease, irrigation needs, cultivation and stages of field prep
- Knowledge of agriculture is preferred but not required
- Lift 50 pounds
- Work outside in a variety of weather conditions

## **Schedules and Compensation**

Full-time, seasonal (April - November), 40 hours per week. We work Monday - Friday, but weekend work may come up from time to time depending on farming conditions and needs. This position is \$14-15 per hour, based on experience. Benefits include access to a share of the harvest, employee discount at the FarmStore, 401(k) and paid-time-off.

## **To apply:**

Email a resume, cover letter, and 2 professional references to

[TheFarm@theodorafarms.com](mailto:TheFarm@theodorafarms.com)

*Theodora Farms does not discriminate on the basis of race, color, national origin, sex, religion, age, disability, sexual orientation, gender identity, veteran status, height, weight, or marital status in employment or the provision of services.*

*Theodora Farms will make reasonable accommodations in compliance with the Americans with Disabilities Act of 1990.*

*This job description will be reviewed periodically as duties and responsibilities change with business necessity. Essential and marginal job functions are subject to modification.*