

Staunton Farmers Market Seeking Market Manager

The [Staunton Farmers Market](#) is seeking a Market Manager. This position is ideal for someone passionate about the local food system who thrives in a collaborative environment and is eager to support local farmers, work with the public, and build connections to ensure a vibrant community market.

For over 30 years, the Staunton Farmers Market (SFM) has offered fresh, locally produced goods and has become a Saturday morning destination. Market sales and customer traffic have increased annually over the last five years, with over 50 vendors participating in the 2024 season. The market is held every Saturday morning from April through Thanksgiving, plus the first three Saturdays in December.

The Market Manager is a part-time, salaried position (approximately 20 hours per week) with starting salary of \$20,800 to \$22,880. The Market Manager has primary responsibility for conducting the day-to-day operations of the Staunton Farmers Market and reports to the Market Board. The Market Manager also acts as the organization's senior manager and is responsible for carrying out the strategic plan and policies developed by the board, as well as governmental regulations that apply to the SFM.

This position requires an on-site presence at the market during all market hours, as well as off-site work during non-market hours. Work is regularly performed outdoors and may periodically have unpredicted requirements or demands. This is a rain or shine market. The Market Manager will represent the market to vendors, consumers, and the community and act as a liaison between the market and the city.

Previous experience with farmers markets is preferred but not required. Training through the Virginia Farmers Market Association will be available for the successful candidate. Applications from candidates that are not current vendors at the Staunton Farmers Market will be given priority.

Required skills:

- Mature, punctual, and highly-organized with strong communication and problem solving skills
- Demonstrated commitment to supporting local agriculture and economy
- People person with customer service and conflict resolution capabilities
- Ability to understand and enforce various state and local regulations governing the Staunton Farmers Market, as well as Market policies
- Familiarity with basic accounting and ability to maintain accurate records to assist in managing market funds

Preferred experience:

- Managerial and/or supervisory experience
- Experience with publicity, community outreach, brand development, and/or promotions

- Technology experience including photography, social media, design programs, email, Microsoft Office, Google Drive, website maintenance, etc.
- Experience working with non-profit boards

Additional requirements:

- Ability to frequently move or lift up to 75 lbs or exert up to 50 lbs of force

To apply, please submit resume, cover letter, and contact information for three references. Your cover letter should specifically reference the required skills and preferred experience listed in the job description.

Send application materials to stauntonfmchair@gmail.com.