

Hmong American Farmers Association

TITLE: CSA Manager & Procurement Specialist

LOCATION: Vermillion Township & West St. Paul, Minn.

COMPENSATION: \$38,000-\$43,000 salary, plus generous benefits package

SUPERVISOR: Food Hub Director

The Hmong American Farmers Association (HAFA) is a membership-based, social justice-minded nonprofit organization that works with Hmong American farmers in the Twin Cities and the surrounding metropolitan area. The mission of the organization is to advance the economic, social and cultural prosperity of these farmers and their families. Many Hmong farmers face numerous obstacles to farming, including lack of access to land, capital, training and alternative markets besides the farmers' markets. Through cooperative farming, education and advocacy, HAFA works with Hmong farmers to create a path to wealth creation, not just income generation. HAFA was started by and is led by Hmong American farmers and uses an organizing approach to do its work.

HAFA is hiring a CSA Manager and Procurement Specialist to manage the HAFA Community Supported Agriculture (CSA) program and build the capacity of Hmong farmers to produce high-quality, abundant fresh fruits and vegetables for the HAFA Food Hub. The ideal candidate should have experience managing a CSA program and considerable knowledge about vegetable farming. Fluency in Hmong and direct farming experience are desirable.

The CSA Manager and Procurement Specialist will be responsible for managing all of the logistics for the HAFA CSA, as well as procuring vegetables from farmers for weekly contract and ad hoc sales. The position will be stationed at the Thompson Ave. office in West St. Paul in the winter, and at the HAFA Farm, a 155 acre incubator and research vegetable farm located in Vermillion Township in the summer. The candidate will be required to perform physical labor and work outside in all weather conditions. An ability to interact positively with Hmong immigrant farmers, key organizational partners, and the public. An open curiosity and genuine interest in cultural differences is essential. The position requires a minimum of 40 hours per week, but will occasionally require longer hours, nights, and weekend shifts.

Responsibilities

- Manage logistics for the HAFA CSA, including marketing, procuring vegetables, deliveries, and customer service;
- Procure vegetables for contracts and ad hoc sales on a weekly basis, which involves daily communications with farmers;
- Help develop and maintain farm plans with farmers to produce high quality, accurate volume and timely delivery of contracted produce;
- Daily monitoring and maintenance of washing and packing facility, including overseeing of good food safety practices;
- Regular field visits to check in with farmers and offer advice and feedback on their crops;
- Training farmers on sorting and grading;
- Working with the entire HAFA team to promote and uplift HAFA and its mission;
- Additional tasks as necessary to support the work of the Alternative Markets Program.

Requirements

- Experience managing a CSA program;
- Direct farming experience and a strong understanding of vegetable farming principles;
- A professional and resourceful style with the ability to work independently and as a team player;
- Strong organizational skills with exceptional attention to detail as they manage multiple tasks/projects;
- Experience in managing and creating relationships with multiple partners, patrons, and members;
- Entrepreneurial energy, high level of initiative, positive, "can-do" attitude, flexibility, and teamwork;
- Excellent verbal, written, communication and customer service skills;
- Ability to navigate bi-cultural worlds;
- Skills in web management and other computer & online programs;
- Passion for advocating for small and local farmers.

If interested, please send your resume, a writing sample and a cover letter to: info@hmongfarmers.com. Please put "CSA Manager and Procurement Specialist" in the subject line.