

Equipment Coordinator, Poughkeepsie Farm Project



About Poughkeepsie Farm Project

Poughkeepsie Farm Project (PFP) is a thriving nonprofit organization that works to ensure a just and sustainable food system in Poughkeepsie, New York and the broader Mid-Hudson Valley region. PFP operates a 15-acre Certified Naturally Grown member-supported farm on the Vassar College Farm. PFP's farm yields an average of 200,000 pounds of produce annually and is supported by more than 400 shareholder households. PFP ensures access to healthy, locally grown food for low income residents through subsidized CSA shares and the Food Share program, donating an average of 30,000 pounds of the harvest to partner organizations annually. PFP provides award-winning experiential education to more than 7,000 local youth, college students, future farmers, and residents in areas including healthy food, food justice, community and school gardening, and sustainable agriculture through a robust Education program.

Position Overview

The Facilities & Equipment Coordinator works with the other members of the farm crew, as well as with interns, members, volunteers, and youth participants to grow food for CSA, for restaurant and institution sales, and for the Food Share program. The Equipment Coordinator, in collaboration with the Farm Production Director, maintains all farm equipment in good working order and is responsible for grounds oversight, managing cultivation needs, and regular maintenance of tractors, vehicles and tools around the farm.

Specific duties of this position will include:

Equipment Maintenance and Supervision

- Responsibility for ongoing care of farm equipment, including tractors, truck, implements, and tools such as backpack sprayer, brush mower, flame weeder, and weed wacker.
 - scheduling and performing regular maintenance
 - beginning/end-of-season care and storage
 - in-season repairs and maintenance, as needed
- Communicate with Farm Production Director when work requires scheduling an outside consultant
- Regularly inventory all materials and supplies needed for good working order of farm equipment and communicate needs to Farm Production Director
- Create and maintain records of maintenance for tractors, truck, and other equipment according to manuals

Grounds Supervision

- Ensure that grounds are mowed and materials (t-posts, bulk bins, headers, sandbags, etc) are appropriately stored and not overgrown in edge areas
- Manage ongoing, safe storage of amendments and pesticides/fungicides
- Communicate with Farm Production Director to implement pest and disease mitigation plan and maintain records for corresponding spraying log
- Communicate any safety concerns or needs to Farm Production Director

Farm Production

- Work in collaboration with staff members to implement 2023 agricultural production plan consisting of growing, harvesting, and distributing over 150,000 lbs of vegetables, herbs, small fruit, and flowers using CNG organic methods.
- Guide, supervise, and mentor interns, CSA members, and volunteers in various farming related tasks as needed.
- Perform various rotating farm duties, which include record keeping, washing, weekend greenhouse duty, maintenance, and staffing/coordinating CSA distribution.
- Serve as a representative of Poughkeepsie Farm Project. Actively work toward the betterment of the organization.

Job Schedule

This is a year-round position including a part time commitment (18 hours/week) March-May and September-November and 43 hours/week June-August. Occasional weekend work will be required. Part-time winter work may be available from December through February. Some flexibility in scheduling exists for the right candidate.

Skills & Qualifications

- Passion for and commitment to the mission of PFP
- At least 3 full seasons on vegetable farms, preferably ones that use organic methods
- 1-2 years experience as tractor operator
- Experience leading work projects with others
- Welding experience preferred
- Ability to work quickly and efficiently in all weather conditions
- Desire and ability to share a passion for farming with members and visitors
- Good communication and interpersonal skills
- Good observation and critical thinking skills
- Strong work ethic and ability to work independently and with the team
- Basic computer skills
- Detail oriented and organized
- Interest in sustainable agriculture and professional development
- Interest in tractor and equipment use and maintenance
- Comfortable seeking and receiving feedback, and willing to ask questions and seek guidance as needed
- Proactive participation in our organization's effort to uplift all workers as leaders, and to cultivate an environment that intentionally uplifts LGBTQ+ people and Black, Indigenous and People of Color.
- Willing to participate in organization-wide conversations about continuing to transition towards a shared leadership structure and deepening our internal and external social and food justice work. Examples: Non-violent communication, anti-racism especially in food systems, democratic decision making.
- Understanding of ergonomics and safe body mechanics
- Ability to lift 50lbs
- Required: Driver's license and reliable transportation for commuting to farm.

Compensation

This position is paid \$18-19/hour, depending on experience. We offer prorated paid time off, including sick and vacation time along with a health care stipend. Compensation also includes a CSA share.

Application Process

Email a resume and a cover letter describing your interest and relevant experience to Emily Eder, Farm Director at emily@farmproject.org. We will accept resumes until the position is filled, but priority will be given to applications submitted by January 16th. Interviews will be scheduled starting January 17th, 2022. All finalists will be required to attend an in person interview.

The Poughkeepsie Farm Project is an equal opportunity employer and does not discriminate on the basis of race, color, religion, gender, gender identity, sex, sexual orientation, national or ethnic origin, or disability