

**Market Coordinator**  
**Just Roots Chicago**  
**Part-Time, Seasonal Position**  
**10 hours/week (April - October)**  
**\$18/hour**



### **Organization Description**

Just Roots works in collaboration with communities to develop and expand access to local, sustainably grown food. We currently run two sustainable urban farms, located in Chicago's southside and south suburbs. Our three core pillars are sustainable agriculture, education, and community building.

We are a young, growing organization that was founded in 2017 and volunteer-run until 2021. We are currently a team of eight staff and nine board members, with invaluable support from a host of seasonal staff, interns, volunteers, and community partners. To learn more, visit <https://justrootschicago.org/our-team/>.

### **Workplace Values**

Honesty, Authenticity, Empathy, Inclusion, Continued Growth, Respect

### **Organizational Values**

Community, Equity, Transparency, Collaboration, Regeneration, Joy

### **Position Description**

The Market Coordinator coordinates our food distribution programs, specifically the CSA, Farm Stand, and Donations at Just Roots' community farms – the [Saint James Community Farm](#) and [It Takes A Village Community Farm](#). In addition to food distribution, this person supports harvest and other farm production. This is a 10 hour/week seasonal position, with potential for growth within the organization.

### **Primary Qualifications**

- A commitment to Just Roots Chicago's mission, vision, and values.
- Experience in customer service.
- An understanding of sustainable growing practices for fruit and vegetable production and/or experience of working at an urban farm or garden.
- Ability to work outdoors for extended periods of time at an efficient pace.
- Reliable and consistent access to a car.

- A self-motivated individual who's able to complete tasks in an efficient manner, independently and as a team member.
- A commitment to ongoing personal and professional growth.
- Lives in Chicagoland, preferably on the south side of Chicago or in the south suburbs.

**Primary Responsibilities**

- Coordinate the Saturday food distribution markets, including the CSA, Farm Stand, and Donations, at the Saint James Community Farm and It Takes A Village Community Farm.
- Support Friday harvests at the Saint James Community Farm.
- Support all aspects of farm production on an as-needed basis.

**Salary & Benefits:**

The compensation for this position is \$18/hour for 5 hours/week in April and 10 hours/week between May and October.

**Equal Opportunity Employment:** Just Roots Chicago works affirmatively to provide equal opportunity among its workforce and does not discriminate in the selection of its staff on the basis of race, color, religion, sex, national origin, age, sexual orientation, disability, income, marital status, or any other dimension of identity. We strongly encourage applications from diverse candidates, particularly individuals from groups that have been historically under-represented, including but not limited to women, people of color, and immigrants (including individuals who were formerly detained, incarcerated, undocumented, or who have navigated the immigration legal system).

**Application:** To apply for this position, please submit your resume to [Celie@justrootschicago.org](mailto:Celie@justrootschicago.org) by Saturday, March 2nd.