

Mission Waco Urban REAP Internship Farmers Market Specialist

Name of Position: Farmers Market Specialist

Job Location: Urban REAP, 1509 N. 15th Street, Waco, TX 76707

Reports to: Urban REAP Assistant Program Director

Position Type: Paid internship

Hours: 20 hours a week: Wednesday evening market, Friday morning harvest, and Saturday morning market; 48 weeks January through December

Duration: January through December 2025

Compensation:

- \$15/hour, 20 hours a week
- Leave: 4 weeks unpaid time off; to be scheduled and spread out during academic calendar breaks.

Essential Functions and Responsibilities of the Position

- Represent Urban REAP at the weekly farmers markets: drive to and from the Farmers Market; engage with customers to answer questions, make sales, handle cash transactions and build community
- Plan and harvest produce for market in coordination with REAP's Aquaponics Team and the Assistant Program Director
- Collaborate with REAP's Education Team to develop and deliver educational materials around food and health to market customers
- Collaborate with the Assistant Program Director to promote REAP's presence at the Farmers Market and strengthen our community engagement
- Support with the development of protocol and procedures for the Farmers Market

Additional Functions and Responsibilities

- Conduct administrative duties related to the farmers market, such as communicating with Farmers Market staff, reporting on metrics for engagement and sales, and request Mission Waco supplies and vehicles for Farmers Market.
- Assist the Aquaponics Team and Gardens Team with plant care

Required Hard Skills

- To drive the Mission Waco vehicles: Must be 21 years or older, have a valid driver's license, and not more than one moving violation in past three years.
- Background in Environmental Studies, Retail, Horticulture, Sustainable Agriculture, or similar
- Preferred - bilingual Spanish

Learning Outcomes:

- Hands on experience of the benefits and barriers in local food systems, and Environmental nonprofit day to day operations
- Technical skills, such as harvest, customer development, community engagement, gardening, and nutrition
- Computer systems management, such as Google Suite, Square, Outlook, and online databases
- Interpersonal skills and communication skills with a variety individuals and settings (e.g. store front, education, tours)
- Project management, punctuality, responsibility, and professionalism

Apply for position: Please email Emily Hills at urbanreapdirector@missionwaco.org.