**Job Description**

Minto Island Growers is seeking a delivery driver for the 2017 CSA season. Applicants must be responsible, confident driving a box truck, and have a clean driving record. Familiarity with Portland is strongly desired. The delivery driver will receive one free partial CSA share during the months delivering produce. If this position is combined with other positions equaling full time work, a regular CSA share plus other farm produce will be available.

**About the Farm**

Minto Island Growers is a 50 acre diversified farm and nursery located in South Salem next to Minto Brown Island Park. MIG is co-owned and operated by Chris Jenkins and Elizabeth Miller who began to lease the land owned by the Miller family in 2008 and began transitioning to certified organic, diversified vegetable production. Farm-grown produce is sold through a 250-member CSA, the Salem Saturday Market, an on-site Farm Stand and other local outlets. Five acres of blueberries opens for U-Pick in July and a Farm Food Cart located at the Farm Stand provides seasonal, farm-sourced lunches for customers. Other nursery projects include native plant, mint, and poplar propagation as well as maintaining our ¾-acre tea plot—Oregon’s oldest and only commercial scale tea planting.

***Please visit our website for more information*** [***www.mintogrowers.com***](http://www.mintogrowers.com)

**Position Details**

**The Basics**

* *Employment Duration:*
  + **Start Date**: May 31st, 2017
  + **End Date:** October 26th, 2017
* *Hours per Week:* Thursday, 8-10 hours/week
* *Compensation:*
  + Starting wage $10.75
  + Multi-season/year commitments are highly valued and encouraged
  + One partial share sized CSA; additional access to excess/day-old produce that returns from Salem Saturday Market or Farm Stand; produce may be picked from fields after hours once crops are in abundance
* *Benefits*:
* *Sick-leave:* Oregon sick-leave law of 40 hours per year for paid time off applies. One hour of paid sick time accrues for every 30 hours worked.
* *Time off:* Employees who have worked one full year receive one week of paid time off upon entering their second year of commitment to MIG. This benefit will continue to accumulate at a rate of three additional days per year accumulated after a full season working at a full time rate. Additional flexibility for un-paid personal days from November-March. Limited with restrictions during peak season April-October.
* *Health Insurance—*MIG is actively looking into health insurance options for full time employees. There is a strong possibility that we will offer plans in the 2017 calendar year with 50% of premium cost paid and options for plan upgrades by employee choice. All full time employees working more than 40 hours per week will be eligible for the health insurance benefit.
* *Bonuses*: Awarded at the end of the calendar year to employees who work for MIG for a minimum of 9 months in the calendar year at a full time rate. Bonuses amounts are awarded based on the number of seasons worked at MIG, job performance and execution, “above and beyond” mentality and contributions, and commitment to next season.
* Monetary support towards continuing education (for example conference fee paid for OSU Small Farms Conference plus consideration towards other continuing education opportunities.)
* Employee discounts on Farm Food Cart items; free drinks.

**Experience/Qualifications**

* Demonstrated work experience
* Confidence in driving a box truck (this is a small-medium sized, gas, standard vehicle; is easy to drive with a good turning radius)
* Ability to navigate using smart phones
* Ability to work at an efficient and focused work pace over the duration of a work day and production season
* Adaptable to adverse weather conditions
* Attention to detail and quality in one’s work
* Flexible and positive attitude, sense of humor!
* Ability to lift 50 lbs.,
* Clean driver’s license

**Job Duties**

**Weekly Duties**

* Load and deliver produce to ten CSA sites throughout Portland and Salem every Thursday
* Track cross off sheets and re-supply drop-site bag bin
* Execute special order deliveries (only 30% of drop days, mid-late season)
* Observe and communicate with Farm Owners about delivery and drop-site issues

*Application Due Date*: Open until filled

**Send application and checklist items with name and date in subject line to: leana@mintogrowers.com**

**Application Form**

*All qualified individuals are considered for employment without regard to race, religion, sex, national origin, age, martial or veteran status, disability, or sexual orientation*.

Applicant Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Application Checklist**

☐ Application form

☐ Resume

☐ References: 2 professional, 1 personal

☐ Farm Visit and Interview: *we will call to schedule this once your application has been processed.*

**References Section**

Professional Reference #1

*Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Company & Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Professional Reference #2

*Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Company & Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Personal Reference #1

*Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Relationship:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Application Due Date*: Open until filled

**Questions? Email info@mintogrowers.com**

**Send application and checklist items with name and date in subject line to: info@mintogrowers.com**

**-OR-**

**3394 Brown Island Road S. Salem, OR 97302**

1. How did you hear about MIG and why are you interested in working at our farm?

2. What previous work experience have you had?

3. Please describe your driving history- number of years driving, types of vehicles etc.

4. Please describe work or life experience that demonstrates attention to detail and responsibility.

5. Have you ever had a job that was physically demanding and/or physically repetitive? If so, what did you do? How would you rank your endurance when performing physically demanding jobs? 1 – 5 (1 = low, 5 = very high)

6. Please describe any physical limitations that might affect your ability to perform certain tasks? The job requires consistent light to heavy lifting (up to 40 lbs.), and standing, bending, kneeling, and walking in the cut flower area. Severe hay fever or other allergies should also be considered. *No application will be rejected because of a condition or impairment that, with reasonable accommodation, does not prevent performance of the work.*

7. Is there any additional info you would like to share about yourself?