



We appreciate your interest in a student market garden manager position. This is an exciting opportunity to play an important role in the Cornell and Ithaca communities. All applicants should expect to be involved with Dilmun Hill this spring, be prepared to work full time starting mid-May 2014, and continue part-time work in the following fall semester. This position is for undergraduate students only. Students from all colleges and majors within Cornell are welcome to apply. The applicant must be a student in fall 2014; therefore seniors graduating in May/Aug 2014 are not eligible to apply. The paid position for Dilmun Hill will run from May through November, with part time work after semester starts. You will also be required to help further the farm's mission during the off-season months as a volunteer and Steering Committee member. The latter portion of this position is far less physically demanding than the typical farm experience, but equally important, and will be based on your experiences from the summer. **For more information concerning the position, refer to the Market Garden Manager job description on the following page.**

Please answer the following to help us understand what you can contribute to and desire from a summer co-management position. Please be sure to include your name and contact on all pieces submitted. If you have any questions about the position or application process, please contact Organic Coordinator, Betsy Leonard (bail@cornell.edu) or (607) 423 8366.

**Please answer the following questions. Submit these along with your resume and the attached questionnaire to Betsy Leonard at bail@cornell.edu by the end of the day on Wednesday Feb. 12th, 2014.**

1. Please discuss your experience with gardening, farming or other applicable skills.
2. How did you learn about Dilmun Hill? Have you ever been to the farm- when and how? What experiences have you had there?
3. What are your personal strengths? And how do they relate to this position?
4. What are your weaknesses? And how do they relate to this position?
5. Please respond to Dilmun Hill's mission statement, below. Please reference specific experiences from your life in your answer.  
*Dilmun Hill is a student run organic farm that seeks to foster community and empower students through active engagement in ecological agriculture. Dilmun Hill is open to anyone and is a place for experiential learning, group collaboration, research and outreach.*
6. Are you interested in research opportunities at Dilmun Hill? Do you have any research ideas that you would like to explore at Dilmun Hill? Do you have any potential funding opportunities?
7. Is there anything else you would like to tell us about yourself that does not quite fit into the previous questions?
8. Please list your two references, their relationship to you and provide a phone number and an email for each.



## **Market Garden Manager Job Description**

January 29, 2014

The Market Garden Manager is in charge of the vegetable production and sales at Dilmun Hill. Managers are hired in late winter and are expected to participate in farm operations for the next year and a half. Throughout their term Market Garden Managers perform a wide variety of tasks, with the simultaneous expectation of communicating effectively between the other managers, staff, and the general Dilmun Hill community. Furthermore, managers are required to serve on the Dilmun Hill Steering Committee, a committee responsible for the long term functioning of the farm, until graduation. This committee meets twice a month on Tuesday evenings 5:00-7:00pm.

In the spring, managers are expected to prepare the farm for the upcoming season (seed orders, supplies, irrigation, planting, farm planning, etc). Managers must attend several training sessions (BCS (walk behind tractor), Contaminated soil training, Worker Protection Standard training, Good Agricultural Practices training, a tour of Organic Greenhouse). Lastly, newly hired managers must coordinate and run volunteer work parties. Managers are not paid during the majority of the first spring semester, and spring work amounts to about 10 hours a week maximum. The previous managers will provide guidance for the new managers during the spring semester. This spring preparation is vital to the success of the production season and therefore requires some dedicated time, however, with guidance from past managers and help from volunteers at work parties, the work is manageable with a full class schedule.

In the summer, managers are paid employees and are expected to work approximately 30 hours on the farm. Pay rate is \$9.50/hour. During the summer, managers must care for Tortilla Flats and other crop production areas, run farmer's markets, work with all other produce outlets, run work parties, coordinate and be involved in outreach, and record market garden finances.

In the fall, market garden managers work part time, continuing their summer duties. During this season, managers are paid for about ten hours a week. The fall season has a greater emphasis on outreach via educational events and work parties. Many agriculture classes visit Dilmun during the fall, and it's the market garden manager's responsibility to coordinate and lead educational tours for these courses. During fall season work parties, market garden managers are responsible for leading by example, organizing labor, providing adequate instruction, and assuming a welcoming disposition. In addition to leading class tours and organizing work parties, the managers are expected to continue participating in Cornell's weekly farmer's market on the Ag Quad. With the help of student volunteers, managers harvest crops, bike crops to campus, set up the Dilmun stand, and sell vegetables to the Cornell community. The last fall responsibility is to prepare the market garden for winter and the following season. This includes cleaning out the beds and mulching, as well as any other farm clean up and maintenance that may need to be completed. At the end of the fall season, Market Garden Managers are required to write a formal report recounting the season. Please see the "Dilmun Hill Farm Report" on our website for an example report.

The following spring, managers are responsible for training the newly hired managers and helping to prepare the farm for the upcoming season. This is unpaid time, keeping with the spirit of volunteerism on the farm.



Questionnaire Form

Do you have work study?

Can you ride a bike?

Do you have access to a bike?

Do you anticipate needing specific time off (family vacations, etc.)?

What are your extracurricular commitments for the summer? Rest of this spring semester? Fall 2014? Are you taking a class during the summer? Involved in anything else?

Please bold the times you are available for an interview:

February 21					3pm	4pm	5pm	6pm
February 22	11am	12pm	1pm	2pm	3pm	4pm	5pm	6pm
February 23	11am	12pm	1pm	2pm	3pm	4pm	5pm	6pm

If hired, all managers are required to be on the Dilmun Hill Steering Committee. The schedule for Steering this spring is 2/25, 3/11, 3/25, 4/8, 4/22- Tuesdays, 5:00pm-7:00pm. Will you be able to attend these meetings?

You will hear back from the hiring committee by Monday, 2/24. Those who are hired will attend Steering starting 2/25.