

Job Title: Harvest Supervisor

Reports to: Production Manager

Status: Hourly, overtime-exempt

Schedule: Seasonal; approximately 35-45 hours/week March to November with possibility of extension/year-round work

Start date: Early to mid-May 2024

Location: Krestova, BC (main), Shoreacres, BC (secondary sites)

Compensation: \$18.00-\$22.00/hour, in line with experience and qualifications

Benefits: Outlined below

About LLF

Linden Lane Farms is a certified organic market garden farm and nursery located at the southern end of the Slocan Valley in British Columbia. Established in 2012, the farm currently grows approximately 9 acres of vegetables, small fruits, plants and flowers across three locations. The main farm site and greenhouses is located in Krestova, with two additional farm leases in Shoreacres. The farm supports customers from Nelson, Castlegar and surrounding communities through the on-site farm stand, three weekly farmers markets, and wholesale distribution channels. LLF takes pride in utilizing a blend of modern and traditional practices to focus on soil health and agronomy to make healthy growing and eating easier for the community.

Linden Lane is owned and operated by Matthew Carr, with day-to-day operations overseen by a team of experienced managers and leads. The team consists of 5 to 14 employees, depending on the time of the season, who are interested in agriculture and local food production!

Position Summary

The Harvest Supervisor is a critical role in our team's leadership. They are responsible for keeping harvest and pack shed operations efficient and organized in order to get products from the field to our customers. This responsibility oversees all workflow and tasks related to harvest, washing, and packing. This includes assessing harvest readiness, forecasting product availability, communicating with the production manager, maintaining facility cleanliness and organization, adhering to and enforcing food safety protocols, training and setting the pace for tasks and quality, communicating harvest and pack shed priorities to other managers and the rest of the team, and executing daily harvest plans and order fulfilment.

The Harvest Supervisor will collaborate closely with the production manager to ensure the operation is meeting the targeted goals. This position will require ongoing communication with the other managers regarding priorities and resource (labor and equipment) allocation. The Harvest Supervisor will direct a team of farm-hands depending on tasks. The majority of harvest-related activities are completed by hand with a few exceptions requiring tractor work. While we do our best to be ergonomic, farm work still involves long hours spent standing, bending, squatting and kneeling in all weather conditions while carrying out repetitive tasks. At times during the season, the Harvest Supervisor role will be flexible to assist with other farm tasks. This position is essential for production; the candidate must commit to at least a full season of employment.

The successful candidate will have a keen interest in farming and preferably have food handling or on-farm work experience. You are a self-motivated, results-oriented person with a positive attitude who can effectively communicate and work comfortably in a fast-paced farm environment. You enjoy being outside, working as part of a team, paying attention to detail and standards, and performing a variety of farm-related tasks.

Job Duties

Tasks include but are not limited to:

- Communicate daily with the Production Manager to create and review the master harvest and order list, and establish priorities for the day
- Lead the 2–8 person harvest crew of Farm-hands in executing daily harvest activities, ensuring efficient harvest operations and transitions between tasks; oversee transport of produce from the field to the pack shed
- With guidance from the Production Manager, provide training and communication to crew on harvest techniques, pace expectations, quality standards and food safety protocols
- Maintain harvest and food safety logs
- Member of Food Safety Team: ensure harvest activities are conducted in compliance with our food safety plan, assist with ongoing documentation/refinement of harvest SOPs, and set a good example for the rest of the team regarding food safety practices and protocols
- Clean and sanitize harvest tools and equipment according to designated schedule and SOP
- Communicate harvest supply and tool needs to Production Manager
- Keep harvest equipment and tools clean, organized and in working order
- Attending farmer's markets when needed
- Other farm duties as required

Preferred Qualifications

- 1+ years of commercial vegetable production experience
- Excellent communication and interpersonal skills; demonstrated ability to lead and motivate others
- Physically fit; able to bend for long periods of time, lift items up to 20kg
- Strong work ethic and positive attitude throughout long days of physical, repetitive work in all weather conditions
- Able to take direction, learn quickly, ask for help and clarity as needed, and accept and act on constructive feedback
- Ability to work well in both a group setting and independently
- Takes initiative and pays attention to detail and quality
- Able to work in all weather conditions (rain, sun, or snow)
- Flexible; able to adapt to shifting priorities and conditions and help out where needed including extended hours and weekend/holiday work
- Valid class 5 driver's license with clean driving records required (will be added to commercial vehicle insurance)
- Basic English language required

Additional Details

- Possibility of extended time off from December - April if desired
- Monday to Friday schedule with occasional work on Saturdays/Sundays when needed.
- Typical 8-hour day starts at 7:00am-4:30pm with occasionally longer days: start time may shift earlier or later depending on weather and other factors. Standard 30-min unpaid lunch break.
- 3-month standard probationary period for new employees
- This is a permanent, ongoing position; priority will be given to candidates who are interested growing with our farm in the coming years and willing to make a 2+ year commitment

Benefits

- Vacation pay (4%) included each pay period
- Access to free farm produce "seconds" and 15% staff discounts on farm stand/market products
- Access to farm library resources and ongoing training and professional development
- Fuel reimbursement for reasonable travel between site locations in personal vehicles when required
- Extended health benefits package, including medical, dental and vision coverage

To Apply

Please email job package (cover letter and resume) to info@lindenlanefarms.ca with "Position title: Your Name" in subject. Include in your cover letter; your passion for agriculture, what you are hoping to learn/achieve and how you fit this position. Please include contact details for at least two professional references, (they will not be contacted without your permission). *If you are interested in other open positions, please submit one application and indicate interested positions in your email.*

Applications will be reviewed as they're received, so we encourage interested applicants to apply as soon as possible.

Positions remain open until filled. All qualified individuals are encouraged to apply.

While we invite all applications, only those selected for an interview may be contacted.