



**Valley Roots Food Hub
26 September 2018**

**Position Opening:
Retail Store & CSA Manager**

Working at Valley Roots: These jobs with Valley Roots are at the heart of the local food system. The ideal applicant will have an interest in developing meaningful relationships within the communities in which the food hub works. The applicant will have a keen sense of organization, attention to detail, excellent at communication, and a knack for business. A love of local food, sustainable agriculture, and community are a must.

As the Retail Store Manager, you will be managing a small local foods grocery store in Alamosa. You will be the point person for all activities of the store including sales, ordering food, managing volunteers/employees, establishing a POS system, marketing, customer relations, inventorying, etc. As a CSA Manager you will be responsible for CSA orders, making up boxes, online communications, etc.

The applicant will have good business skills, be able to understand margins/markups, and know how to go the mile for our customers and producers when needed.

Computer skills required: basic website design/blogging/newsletters, proficient in email, Microsoft Office, and have an online acuity to be able to pick up our local food logistics software, Local Orbit as well as any POS system

Background experience: retail, food retail, local food retail, customer service, warehousing, sales, agriculture, CSAs, restaurants, food service, commercial kitchen work, value-added food production

Hours: Seasonably dependent. Flexible to suit your needs. The position is expected to grow into a full time position.

Compensation: We are looking for entrepreneurs who want to grow with us and be a part of this business. Starting pay DOE.

Apply: Send letter of interest, resume, and 3 references to opportunity.slvlocalfoods@gmail.com