



**Food Hub Assistant - Washington, DC**  
**Part-time Seasonal Position (June - End of November)**

**COMPANY DESCRIPTION**

Dreaming Out Loud's mission is to create economic opportunities for the DC metro region's marginalized community members through building a healthy, equitable food system. Dreaming Out Loud is rebuilding urban, community-based food systems through social enterprise, helping to increase access to healthy food and improve community health, develop low-income entrepreneurs and cooperatives, and train at-risk adult residents for sustainable, family-supporting wages.

**JOB DESCRIPTION**

Start Date: June 3, 2019

Reports to: Supply Chain Manager

Dreaming Out Loud has a need for an energetic and organized person to help run a growing sales operation. The Food Hub Assistant will have their hands on all activities related to getting our product from the producer to the consumer as quickly and efficiently as possible. Our day-to-day activities consist of organizing our weekly farmer's markets, events, and standing produce orders. This position is not a good fit if you have a lot of summer travel plans.

**Core duties:**

- Stocking, loading, packing and delivery: Support DOL Staff on pickup and delivery days by collecting product from farmers, loading, transporting and delivering it to market. This task involves some heavy lifting and tool use.
- Market Setup and Cleanup: On market days, support DOL in delivering and staging products at the market. This task involves some attention to detail and the ability to follow written instructions. Fully perform breakdown procedures at market and proper storage of supplies at headquarters.
- Customer Service: Greet and count customers. Be knowledgeable about the products in the food hub and able to answer questions about them.
- Sampling: Prepare product samples for customers using safe and efficient food handling procedures.

**MINIMUM REQUIREMENTS**

- Excellent people skills.
- Great numerical and spatial organization skills.
- Ability to lift 40lbs.
- Direct sales and/or canvassing experience.
- Valid driver's license.

**COMPENSATION:**

\$15/hour/full time

Seasonal: May to End of November

DOL provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, gender, gender identity, sexual orientation, national origin, age, disability or genetics. In addition to federal law requirements, DOL complies with applicable state and local laws governing nondiscrimination in employment in every location in which the organization has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, and transfer, leaves of absence, compensation and training.

**WANT TO APPLY?**

Send your resume and cover letter with the subject line: LAST NAME - Food Hub Assistant by Friday, May 17, 2019 at 5:00pm to [starsha@dreamingoutloud.org](mailto:starsha@dreamingoutloud.org) or mail your response to Starsha Valentine, Director of Operations and Resource Development, at 80 M Street, SE % We Work, Washington, DC 20003. If your application is selected, we will contact you to set up an interview! Applicants will be interviewed on a rolling basis. Call with any questions at 202-800-2612 ext.104.