



## ***FARMERS MARKET LABORER (Part-Time)***

Upper Merion Township, located in King of Prussia, PA is looking for an energetic and highly motivated ***Farmers Market Laborer*** who will report directly to the Farmers Market Manager and will be responsible for assisting in the effective operation of the Upper Merion Township Farmers Market. The ***Farmers Market Laborer*** will interact with the general public and execute their duties in a positive and professional manner.

The ***Farmers Market Laborer*** will be responsible for (including, but not limited to):

- Works closely with Farmers Market Manager coordinating logistics of setup, running and breakdown activities for the Farmers Market.
- Manages multiple projects simultaneously under deadlines.
- Implements event plans involving pre-event and post-event placement and retrieval of signage (e.g., yard signs and posters) around the community, distributes flyers in the community, and hangs banners.
- Performs inventory checks, picks up donations, and transports event equipment (e.g., tables, chairs, tents, cones, etc.) as assigned.
- Maintains a presence at the Farmer's Market starting in the early morning, and remains on site during the event and after the event for all necessary breakdown of equipment and transporting of equipment and materials to storage.
- Coordinates site setup using event layouts and checklists.
- Coordinates with vendors and performers at the Farmers Market to secure event registration, collect vendor fees, and direct vendors to assigned sites.
- Coordinates pre-event and event day traffic and parking direction, supports setup and takes down street closure cones and signage.
- Monitors parking flow, vehicle flow and communicates clearly with staff parking attendants.
- Performs other duties as assigned.

### **Minimum Education, Training and Abilities Required:**

- High School Diploma or GED and/or equivalent work experience.
- CPR/First Aid certified or ability to obtain certification.
- Ability to work outside in adverse weather conditions.

### **How to Apply:**

- For immediate consideration, applicants should complete an employment application by visiting [https://www.umtownship.org/?wpfb\\_dl=3158](https://www.umtownship.org/?wpfb_dl=3158) and submit the **full job application, cover letter and resume** via email to: [hr@umtownship.org](mailto:hr@umtownship.org). Applications will be accepted until position is filled.

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