



Job Opening:

FARMERS' MARKET COORDINATOR

The Bonner Springs City Library is accepting applications for a part-time position (15 hours per week on average), overseeing operations of the Bonner Springs Farmers' Market. Hours at the Farmers' Market (May through October) include Saturday mornings. The work also includes planning prior to the market season and reporting after the market season. This is not a seasonal position.

Market duties include

- on-site oversight of market operations (including set-up and tear-down)
- planning market operations prior to market season (a responsibility that includes scheduling and running meetings with stakeholders)
- coordination of activities by volunteers, Market Association members, City and Library staff, vendors, and performers/presenters
- enforcement of market rules (a responsibility that may involve farm visits)
- tracking of fees and reimbursements (including Double Up and SNAP)
- advertising the market or assisting others (volunteers or City staff) with such
- recruitment of vendors and volunteers

Applicants must have computer skills and the ability to work with the public in a professional manner. Previous relevant experience is preferred, but not required. Starting salary is \$15.00 per hour (non-benefits position). Applications are available at the Bonner Springs City Library, 201 N. Nettleton Ave., Bonner Springs, KS 66012 or at <http://www.bonnerlibrary.org> and will be accepted until opening is filled.

Post until 1/15/2022