



Position: Crop Production Assistant & Weekend Farm Steward

Location: Santa Cruz, CA

Schedule: Wednesday-Sunday (40 hrs./week)

Reports to: Crop Production Manager

Pay Rate: \$19/hr - \$22/hr

Job Description:

The Crop Production Assistant & Weekend Farm Steward at Natural Bridges Farm is a dynamic position, covering a range of duties across both farm stewardship and crop production. This role plays a key part in supporting the Homeless Garden Project's (HGP) mission by ensuring farm productivity and maintaining farm operations during weekends. In addition to overseeing weekend farm activities, the position also involves assisting in day-to-day crop production, farm maintenance, and public-facing duties that support our various farm enterprises, including CSA, farm stand, and wholesale.

Key Responsibilities:

- **Crop Production & Farm Operations:**
 - Assist in all aspects of crop production, including vegetable, herb, flower, and strawberry cultivation.
 - Work with the Crop Production Manager to manage farm goals related to production, sales, and enterprise support (CSA, farm stand, wholesale).
 - Collaborate with Crop Production Manager and Farm Manager to maintain farm operations, including soil health, pest management, irrigation, and greenhouse management.
 - Support the harvesting and packing process for CSA and farm stand products, maintaining high standards of quality.
 - Provide feedback on the yearly crop plan and assist with implementing best practices in organic farming and regenerative agriculture.
 - Maintain farm records for organic certification, wholesale, and other farm enterprises.
- **General Farm Maintenance:**
 - Assist with farm maintenance tasks such as irrigation, bed preparation, weeding, pest control, and overall farm upkeep.
 - Ensure proper maintenance of farm equipment, supplies, and structures.

- Support the development of sustainable farming practices and ensure the health of the farm ecosystem.
- Assist in coordinating restocking and marketing for value-added products sold through the farm stand and other outlets.
- **Weekend Stewardship & Community Engagement:**
 - Assist farm staff in completing necessary farm goals and maintaining production standards, providing supervision and support to volunteers and community members.
 - Responsible for weekend irrigation (field and greenhouse) and farm building maintenance (e.g., venting the drying shed).
 - Provide a welcoming and positive presence for visitors and volunteers, educating the public about our programs and farm practices.
 - Manage interns/ volunteers to assist customers in purchases using out point of service
 - Serve as a positive ambassador for HGP's mission and goals, engaging customers in sales and fostering support for the project.
 - Manage farm stand, making sales, maintaining organization, and ensuring signage is current.
 - Feed and care for the farm's ducks, chickens, and cats, coordinating with staff on supply needs.
 - Coordinate weekend volunteer groups, provide safety training, and ensure a supportive and inclusive volunteer experience.
 - Oversee CSA members Pick-Up and You-Pick, handle and document cash transactions following HGP's procedures.
 - Assist U-pickers, explain harvesting processes, and monitor crop health.
 - Assist with weekend events and large volunteer workdays.
 - Ensure farm security by locking up buildings and checking the farm at the end of each day.
- **Safety and Reporting:**
 - Enforce farm safety protocols and ensure the farm environment is safe for staff, volunteers, and visitors.
 - Provide regular updates to farm management, sharing feedback, volunteer insights, and farm performance metrics.

Skills & Requirements:

- Minimum 1 year of agriculture or gardening experience.
- Knowledge of organic and regenerative farming practices.
- Ability to work independently and with minimal supervision.
- Strong communication skills and the ability to engage with diverse community members.
- Ability to operate and maintain farm equipment such as tractors and irrigation systems.
- Physical stamina to perform labor-intensive tasks (e.g., lifting, bending, walking).
- Ability to work weekends and early mornings, in all weather conditions.
- Strong problem-solving skills and a positive, solution-oriented approach.
- Knowledge of farm record-keeping systems and adherence to HGP's policies.

Ideal Candidate:

The ideal candidate will be a self-motivated, dependable, and community-oriented individual who is passionate about organic farming and supporting HGP's mission to provide job training, transitional employment, and support to individuals experiencing homelessness. This position requires flexibility, a willingness to learn, and the ability to manage diverse tasks while maintaining a positive, inclusive environment for staff, volunteers, and visitors.

Application Instructions:

Send a *cover letter* and *resume* to the Director of Operations, Brian Sweeney at brians@homelessgardenproject.org. Please include the title of the job in the subject line.