

Kittatinny Mountain Farm - 185 Rose Morrow Rd Wantage, NJ 07461

[www.kittatinnymountainfarm.com](http://www.kittatinnymountainfarm.com)

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## Kittatinny Mountain Farm Assistant Farm Manager

### About Kittatinny Mountain Farm

Kittatinny Mountain Farm is a family owned Certified Organic diversified vegetable, cut flower and greenhouse operation entering our 15<sup>th</sup> year in production in 2025. We manage 3 acres of vegetable and flower crops, 3 acres of cover crops, 6 acres of hay and two greenhouses for seedling production. We sell our products through a CSA, farmstand, two weekend farmers markets and one small wholesale outlet. Our farm is located in Wantage Township in far northwestern NJ.

### Position Summary

Kittatinny Mountain Farm is looking for an Assistant Farm Manager for the 2025 season. The Assistant Farm Manager will work directly with both farm Co-Owners as well as our CSA Workshare crew and several Farm Crew Members to complete all farm tasks necessary to successfully grow, harvest and market vegetables, flowers and seedlings. **This is a great opportunity for anyone dedicated to expanding their knowledge of production focused organic agriculture while taking on more day to day responsibility on the farm.** While we aim to provide a safe, welcoming and positive work environment, the Assistant Farm Manager should be prepared for physically demanding and fast paced work outside in a variety of weather conditions.

### Schedule

#### Hours

- Weekly hours as well as start and end times vary over the course of the season with less hours worked in the beginning and ends of the season.
- In general, the workday on the farm is 8am-4:30pm with a half hour of unpaid lunch. We often shift to 7am-3:30pm during the heat of the summer June-August. We give optional start times of 6am when high heat and humidity is forecast.
- **Although we do our best to keep to set working hours, there may be times when we ask the Assistant Farm Manager to stay longer to help us complete an urgent task that needs to be finished by the end of the day**
- The workday on market days is as follows: Saturday Farmers Market 6:30am-2:30pm, Sunday Farmers Market 7:30am-2:30pm, Saturday On Farm CSA/Farmstand: 7am-3pm. These days include a half hour paid lunch-you will be "on call" during your lunch if the market/CSA/farmstand is busy but we will always make sure you get the breaks you need throughout the day if not a continuous half hour.

#### Full Time Seasonal Position April-November

- April 3 days/week 24 hours total Monday-Friday (no weekend days required)
- May-October 5 days/week 35-40 hours total Tuesday-Saturday or Wednesday-Sunday
- November 3 days/week 24 hours total Thursday-Saturday

#### Farm Responsibilities include but are not limited to:

- Greenhouse work: Participate in all aspects of greenhouse work as needed on a weekly basis including flat filling, seeding, transplanting, watering and transferring seedlings to harden off outside
- Crop production: Participate in all aspects of field work including transplanting, hand weeding, hoeing, direct seeding, irrigation, trellising, covering crops with row cover, and spreading mulch hay. **Lead field crew as needed after proper training.**
- Harvesting: Work with the harvest crew to harvest large volumes of produce and flowers, keeping high standards of quality control while working quickly and efficiently. **Lead harvest crew as needed after proper training.**

- Wash/Pack: Assist in the wash/pack area as needed to quickly process and pack produce/flowers from the field and transfer to walk-in coolers, following instructions for organization of cooler contents.  
**Manage wash/pack operation as needed after proper training.**
- Equipment Operation: Use small equipment as needed and after proper training such as weedwhackers and lawn mowers and **BCS walk behind tractor. Drive pick-up truck on farm roads when needed for field work or harvest. Potential for training on safe use of tractors for field work as needed *if interested*.**

**Marketing Responsibilities for both Farmers Markets and CSA/Farmstand include but are not limited to:**

- For farmers markets, meet at farm to assist with loading/unloading the market vehicle at start/end of day
- For farmers markets, set up/break down of market tables and tents
- Set up market/CSA/farmstand display and post appropriate signage
- Use POS system to accurately track sales at checkout
- Quickly and accurately make change, take credit card payments and track Market CSA payments
- Restock as needed to ensure market stand maintains a neat, clean and aesthetically pleasing appearance
- Provide excellent customer service by greeting customers, assisting with bagging of produce and answering customer questions as needed
- **Ability to drive pick-up truck pulling a trailer to market as needed. Ability to take role as market lead as needed.**

**Qualifications:**

- **At least 1 year of previous farm experience.** A positive can-do attitude is required
- **Strong interpersonal skills and interest in crew management**
- Ability to lift up to 50 lbs regularly
- Ability to improve the time it takes you to complete a task over time in a fast paced work environment
- Be able to stand/crouch/bend and kneel for extended periods while working in the field
- Ability to work in a variety of weather conditions including heat, humidity, cold, rain, wind, sun
- Be enthusiastic and interested in learning our methods of farming
- Ability to positively interact with and work with people of all ages and backgrounds
- Be able to take direction, implement feedback, and work independently as well as with a team
- Be punctual and committed
- **Must have a valid driver's license**

**Compensation:**

- **\$18-20** per hour, depending on experience, hourly, paid biweekly, includes workers compensation
- Access to fresh vegetables
- Accrued paid leave-1 hour for every 30 hours worked
- Optional time off for educational opportunities (attending CRAFT/NOFA farm tours, etc)
- End of year bonus of 2.5% of pay from start date for employees who stay through the end of the season
- Base pay rate raised for returning employees

**To apply:**

- Send an email to [kittatinnymountainfarm@gmail.com](mailto:kittatinnymountainfarm@gmail.com) stating your interest along with a resume and contact information for 2 references
- We will accept applications until positions are filled