



**YELLOWKNIFE
FARMERS
MARKET**

The YKFM is looking
to hire a
MARKET MANAGER
Yellowknife, NT

Duration: February 15, 2018 to December 20, 2018

Hours: (approximate)

- 10 hours a week, February 15 to April 30
- 20 hours a week from May 1 to September 30, including Tuesday markets from June 5 to September 18 from 3:30 to 7:30pm
- 10 hours a week from October 1 to December 20, including the delivery of the YKFM Christmas Market on December 4, 2018

Contract: \$20,000 (negotiable)

Background: Created in 2013, the Yellowknife Farmers Market (YKFM) wants to inspire and nurture a healthy community by building a local, sustainable and Northern food economy in a vibrant, diverse and inclusive market place.

Scope of Work*: In collaboration with the YKFM board of directors, the Market Manager supports all operations of the YKFM. The work includes, yet is not limited to:

- implementing the selection process of the 2018 vendors
- communication (i.e. posting weekly on social media, monitoring the YKFM e-mail account, etc.)
- overseeing all aspects of the delivery of the markets (both Summer and Christmas Market)

Skills: Leader with strong social media, communication, organizational and interpersonal skills.

Selection: The contractor will be selected on the basis of their ability to add value to the success of the YK Farmers Market.

Application Deadline: January 29, 2018

Application Process: Please send proposal to ykfarmersmarket@gmail.com

Ensure contact name, email and phone are included. Those selected for an interview will be contacted by February 8, 2018.

***Please note: a full contract description can be provided upon request.**