

## Community Agriculture Alliance CAA Market Manager



### Summary of Position

This position is a career opportunity for a motivated person to join CAA's mission driven team. The CAA Market Manager is responsible for leading the CAA Market program and local food system work.

### Responsibilities

#### *Leadership Responsibilities*

This position will provide leadership and management for the CAA Market program and local food initiatives. Other include representing the CAA Market within the community and with producers. This position will be responsible for setting and meeting goals to help further the CAA mission and programs in coordination with the CAA Executive Director and Board of Directors.

#### *CAA Market Management Responsibilities*

The CAA Market Manager will provide oversight for CAA Market, including day to day management, operations of the CAA Market store, storage, freezer and trailer, and staff supervision. They will develop the CAA Market budget and manage related financials. This position will direct CAA Market promotion and marketing in coordination with CAA staff.

They will coordinate with regulatory agencies and maintain required licensing for the CAA Market and related programs. This position will develop plans for program growth and development including funding sources and expanding regional/statewide products.

### Required Skills

Retail Management – provide leadership in the growth of the CAA Market

Strategic – develop and implement strategies that align with CAA mission, vision, and strategic anchors

Creativity and Innovation– ability to think outside of the box and support organizational growth

Problem Solving – ability to solve complex multidimensional problems

Accuracy – manage multiple, diverse projects with accuracy and attention to detail

Communication – ability to write and communicate clearly and efficiently with a variety of demographics

Teamwork – assist where needed, outside of stated job description

Passion – share organizational values and desire for local agriculture to thrive in the Yampa Valley

Relationship Management – the ability to successfully develop and manage relationships with diverse individuals (ag producers, partners, Board, members, customers, and donors)

**Reporting:** This position will report to the CAA Executive Director.

**Location:** Steamboat Springs, Routt County, Colorado

### Minimum Requirements

- 5 years professional experience in program and/or retail management
- Excellent written, verbal, organizational, and interpersonal communication skills
- Able to work both independently and as part of CAA team with a proven ability to lead
- Experience with financial management and budgeting

### Salary and Benefits

Range: \$55,000-\$65,000 (based on experience)

Flexible work environment, Full Time with option to start Part Time

**To apply, email a cover letter and resume to Michele Meyer [michele@communityagalliance.org](mailto:michele@communityagalliance.org)**

*The Community Agriculture Alliance and Community Agriculture Alliance Market, LLC are equal opportunity employers.*