|  |
| --- |
| South Plains Food Bank, Inc  5605 MLK Blvd., Lubbock, TX. 79404  (806) 763-3003 / Fax: (806) 503-2789 |

**JOB DESCRIPTION**

|  |  |  |
| --- | --- | --- |
| **Position Title** | **Department** | **Reports to:** |
| Farm Assistant | Farm, Orchard, GRUB (FOG) | Farm Manager |

**Position Summary**: The FOG Assistant is responsible for assisting the assigned manager in the effective growing, harvesting, and distribution of produce at the farm and assisting with the GRUB Program.

**Duties and Responsibilities**:

* Assist in planting, weeding, harvesting, and preparing produce and fruit for distribution.
* Assist in installing and maintaining irrigation systems.
* Assist in maintaining property, buildings, tools, and equipment.
* Assist with volunteers, community service workers, and GRUB youth in program activities.
* Assisting with FOG staff in other duties as assigned.

**Qualifications**:

* High School Diploma or GED.
* Stable work history.
* Able and willing to work with youth.
* Able to work with little or no supervision.
* Able to work cooperatively and compatibly in a fast-paced environment.
* Highly motivated and team oriented.
* Able to use the computer for record keeping and communication.
* Willing and physically able to perform farm duties in all weather conditions.
* Able to work flexible hours, including weekends and evenings when necessary.
* Have a valid driver’s license, a good driving record, reliable transportation, be insurable, and pass a background check.

**Benefits**:

* Paid Health and Life Insurance after 60 days.
* Generous Paid Time Off (PTO) program.
* Optional 403 (b) retirement plan with matching after 2 years.
* Optional AFLAC insurance products.