

Job Description
William J. Gould Associates, Inc

Harvest Barn Baker/Wk Team Leader

Reporting to the Harvest Barn Manager, this position is responsible for assisting in the daily operation of the Harvest Barn work program, providing training in a supportive employment setting. The Harvest Barn work team is responsible for baking and preparing foods for use in the kitchen, for use and sale at Roadside, and for wholesale and retail sales. The team is responsible for processing Gould Farm products including packaging cheese, processing dairy into yogurt and ice cream and preparing vegetables for winter use. The team also packages Gould Farm products (i.e. maple syrup) for retail sales.

Specific Responsibilities include but are not limited to:

Training and Support of Guests in Work Program

- Assist in creating, managing, and maintaining a supportive and challenging work program for guests.
- Participate in treatment planning and implementation related to skill development of guests.
- Explore and develop new recipes that will bring skills to guests and be appropriate for work program while considering use of Gould Farm resources/products and reflecting mission.
- Uphold local, state and federal health codes and regulations and sanitation standards; train guests in safe food handling and sanitation.
- Assist in communicating with other teams about flow of resources and products, specifically Kitchen and Roadside Café for products, F&G, Garden and Farm for resources/supplies

Harvest Barn Retail, Sales and Marketing

- Responsible for the appearance, cleanliness, and general operations of the retail store
- Maintain daily business records such as cash register reports and retail inventory
- Assist in the maintenance of purchase and sale records.
- Assist in managing the flow and ordering of food, cleaning and packaging supplies as well as conduct yearly inventory.
- Connect to local food and community events for awareness of opportunities for marketing and sales of products and mission of Gould Farm.
- Work with local stores for marketing and sales of Gould Farm products.

Qualifications: This position requires residency at the Farm as a condition of employment (living at Gould Farm in provided housing). Should suitable housing not be available at the time of hire, agreement to moving to the Farm as soon as suitable housing is available is a contingency of employment. Food preparation experience and/or relevant culinary education required with Serv-Safe certification. Must have interest in cooking and baking great food products. Excellent interpersonal and communications skills and organization and planning skills are essential. Must be able to supervise small groups of people. Must be able to judge the skill & motivation level of individual guests and be able to work independently and as a member of a team. Must also be willing to promote the values and spirit of Gould Farm, to actively participate as a member of the community and to continuously seek ways to improve, both self and function.

Interested candidates should submit a resume and Cover Letter to Human Resources at: hr@gouldfarm.org.