



Portland Farmers Market Executive Director Position Announcement

Who we are:

Portland Farmers Market (PFM) is a 501(c)(6) nonprofit organization operating five vibrant, world-class farmers markets in Portland Oregon. Our markets provide a direct connection to more than 200 vendors including farms, nurseries, bakeries, meat and seafood providers, cheese makers and specialty food producers. We contribute to their success and create vibrant community gatherings.

We believe that to be an effective leader at growing an equitable, healthy, and strong sustainable local food system, we need to reflect those principles internally. At Portland Farmers Market, we invest in our vendors, employees, and volunteers. We embrace equity as a guiding principle and encourage employment applications from BIPOC candidates and those from racially/ethnically diverse backgrounds and underrepresented communities. We believe that when our staff represents a diversity of perspectives and life experiences, we can be most responsive to the needs of our vendors and shoppers, and better reflect the communities our markets call home. We advocate for policies that support farmers, our food systems and equitable access to healthy, fresh food.

Our vision is for Portland Farmers Market to be a catalyst and advocate for the nation's most prosperous, healthy and sustainable food system; that food producers thrive and expand; that all residents have access to farm-fresh food and that farmers markets build, nourish, and inspire community.

For more information, please visit our website: <https://www.portlandfarmersmarket.org>

The leader we are looking for:

PFM seeks a highly skilled, collaborative, mission driven Executive Director to lead us in achieving our goals of (1) providing robust, vital markets that connect farmers and food artisans with Portland communities, (2) ensuring PFM is a respected food advocate and strong, collaborative, partner within the local food movement and (3) continuing to be a place where we can learn, laugh, and support each other.

As the Executive Director, you care deeply that all people have equitable access to fresh, healthy food. You have a knack for building lasting relationships with vendors, shoppers, sponsors, and volunteers. You have confidence in your skills and humility to reflect, listen to understand, and be changed. You are authentic, transparent, approachable, and love working with people from all walks of life. You are known for your enthusiasm, sense of humor, and your “no task too small” attitude. You are full of energy, can maneuver complex political situations effectively and quietly, and are passionate about bringing communities and people together. You are known for your ability to seamlessly direct multiple priorities at the same time, address setbacks, and troubleshoot issues. You demonstrate diplomacy and strategy in developing and maintaining relationships and you find innovative solutions to improve vendor and shopper experiences. You thrive on empowering others, building a deep bench of talent through recruiting, mentoring and organic employee development, and demonstrate inclusivity and equity in all that you do.

You will:

- Work collaboratively and inclusively with internal and external stakeholders to imagine possibilities, innovate, set goals, and solve problems to shape the future of PFM and ensure its ongoing health.
- Collaborate with the Board to set vision, strategy, and policy of the organization.
- Ensure the organization’s long-term financial health by providing timely, accurate and comprehensive financial information, systems, policies, and procedures.
- Ensure that market operations provide exceptional, welcoming, and inclusive shopper and vendor experiences.
- Seek out, secure, and nurture sponsorships for mutual benefit of PFM and sponsors.
- Develop and execute annual marketing and communication plans to attract customers and create a clear identity for PFM with local policy makers and the public.
- Lead and participate in advocacy efforts with community groups, educational institutions, farmers, vendors and media outlets to advance the local food system and promote access to healthy, affordable food for all.

Skills, competencies, and qualifications of the idea candidate:

- Seasoned skills in leading and managing staff at all levels of experience to meet goals and outcomes.
- Strong public presence with the ability to communicate and inspire people internally and externally.
- Demonstrated understanding of nonprofit financial management and ability to oversee the planning, management and execution of an operating budget of approximately \$800,000 - \$1,000,000.
- Understanding of the complexity and interconnectedness of issues contributing to the local food system and access for all.

- Ability to anticipate future trends and consequences accurately showing broad knowledge and perspective. Is future orientated.
- Experience leading and motivating staff, boards, and volunteers.
- Proven ability to address setbacks, troubleshoot issues, and seamlessly direct multiple priorities at the same time.
- Proven track record in resource development including the securing of sponsorships.
- Demonstrated experience in serving as an equity champion.
- Relates well with people up, down, sideways, inside and outside the organization.
- Ability to gain trust quickly, maneuver through complex political situations effectively, find common ground, and win consensus without damaging relationships.
- Strong writing skills.
- Experience developing and implementing strategic plans.
- Comfortable operating with the unknown and learning on the fly.

Compensation and Benefits

PFM offers a competitive salary of \$75,000 - \$90,000 and a comprehensive benefits package including:

- Paid time off
- 75% coverage for medical, dental, vision and alternative care insurance for employee
- 401(k) plan with employer match

To Apply

Please submit a resume and cover letter, no later than January 11, 2021, to:

Cynthia Winter

Solid Ground Consulting

cynthia@solidgroundconsulting.com

NOTE: Resumes will be reviewed as they come in.

Portland Farmers Market is an Equal Opportunity Employer, and we encourage applications from candidates who can contribute to the diversity of our organization.