



Division: Urban Food Connections of Utah

Job title: Farmers Market Bike Valet and Support Staff

Supervisor: Nichole Mathews, Market Manager

Category:

- Administrative Support
- Director
- Executive team
- Manager
- Sales
- Other - Seasonal

Type of position:

- Full-time
- Part-time
- Intern

10 Hours per Week

- Exempt
- Nonexempt

Job description:

Bike Valet/Market Support Staff will set up and break down the Downtown Farmers Market each Saturday throughout the season. Duties vary from sign and barricade placement, equipment distribution, customer service tasks, vendor relations and other duties as assigned. Market Operations Staff are expected to be at the Market from 6:00 am to 3:30 pm or until finished every Saturday during the Market season.

Responsibilities may include:

- **Sign Placement:** Place signs around the exterior of the Market for parking and traffic control and the interior of the Market for patron direction. Signage is placed in accordance with the Operation Manager’s direction. Place Market Musician signage in proper locations.
- **Equipment Distribution:** Assist with equipment distribution (canopies, barricades, etc.) and set up.
- **Customer Service:** Understand the operations of the Market and be able to answer patron questions.
- **Bike Valet:**
 - Efficiently check-in cyclists, park bikes, and return bikes to patrons when the event ends
 - Set up and break down the bike valet (tent, racks, signs, table/chairs, etc)
 - Be present and work with security team to make sure bikes are not stolen or tampered with
 - Work closely with the Market Manager and market staff to provide successful program

Skills:

- All Market Staff should be dependable and flexible in case there are changes in staff or operations.
- All Market Staff will be able to provide friendly and competent customer service.
- Must be able to lift 40 lbs, and must be able to withstand extreme temperatures in an unpredictable outdoor environment.