



# The New Farm Centre

## Garden Production Assistant

The New Farm Centre is a registered charity dedicated to developing, demonstrating and advocating for a regenerative farming system that mitigates climate change, fosters healthy ecosystems and communities, and improves farmer livelihoods. We operate a working organic vegetable farm on 30 acres in Creemore, Ontario to carry out our programs and produce high quality vegetables to sell to restaurants, specialty stores and to Good Food Organizations across south western Ontario.

The Garden Production Assistant is a Summer Student position responsible for supporting seasonal farm production and daily operations at The New Farm Centre. They will work closely with the Garden and Volunteer Coordinator and will assist with duties including multi species livestock management, hauling livestock, farm produce deliveries, facility & equipment maintenance, repairs and more. Compensation for this seasonal position is \$25.63/ hour.

### Qualifications:

- Secondary school diploma or equivalent
- Academic experience such as a degree or diploma in sustainable agriculture, ecological agriculture or soil science is an asset
- Valid Ontario Class G driver's license and the ability to drive a mini van

### Duties will include:

- Assisting the Garden and Volunteer Coordinator with the production of non-salad crops on the farm, including planting, weeding, and harvesting specialty crops and providing guidance to garden volunteers.
- Assisting the Events Manager and Experiential Education Manager with the execution of on-farm events, including assisting with farm tours and educational activities.
- Providing occasional weekend and holiday coverage for livestock care and other tasks outside of normal working hours.

### Level of Responsibility:

- **Decision Making/Accountability:** Works under direct supervision of the Garden and Volunteer Coordinator and follows established procedures. May escalate complex or sensitive issues to the Farm Manager.
- **Contacts/Interpersonal Skills:** Interacts with staff, volunteers, donors, and external vendors. Requires effective communication skills and professionalism in all interactions.

9783 Nottawasaga 6/7 Sideroad Creemore, ON L0M 1G0

We farm, live, and work on the traditional lands of the Anishinabek, Huron-Wendat, Mississauga, and Tionontati (Petun) peoples. As settlers, we are grateful for the opportunity to act as stewards of these lands, which have been cared for by Indigenous people for generations.



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- **Supervision Received:** Receives direct supervision and guidance from the Garden and Volunteer Coordinator.
- **Supervision Exercised:** May provide guidance and support to volunteers on specific tasks.

**Working Environment:** Work is typically performed outside, in all weather. Will require regular lifting and carrying of heavy objects. The New Farm Centre is located 10 minutes outside of Creemore. Reliable, personal transportation to and from the work is required.

## **Skills and Experience:**

- Demonstrated understanding of ecological or regenerative farming principles, such as soil health, crop rotation, organic pest control and sustainable vegetable production.
- Experience in a similar farm or landscaping support role is preferred
- Excellent organizational and time management skills
- Strong written and verbal communication skills
- Attention to detail and accuracy
- Ability to work independently and collaboratively in a team
- Ability to do physical labour outside, for long hours, and lift and carry heavy objects

## **Length and Timing of Contract:**

May 4 through October 16, 2026. Approximately 50 hours / week

The Garden Production Assistant will work Tuesday - Saturday on the farm, with occasional Mondays and coverage for other farm staff, to be agreed upon in advance.

## **How to Apply:**

Send a **cover letter and resume** to [operations@thenewfarm.ca](mailto:operations@thenewfarm.ca) No phone calls or in-person applications please. **Applications will be assessed as they are received, you are encouraged to apply as soon as possible.**

If you require accommodation for the job application process, please let us know.

While we will do our best to respond to all candidates, we may only be able to notify candidates who are selected for an interview.

*The New Farm Centre is working to create belonging, equity, and justice in our organization and work. We encourage applications from Indigenous peoples, visible minorities, women, LGBTQIA2S+ and persons with disabilities and strive to create an inclusive workplace. We value diverse perspectives and will consider relevant life experience alongside professional qualifications when reviewing applications.*

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