

Job Posting: Market Demonstration Assistant

Positions Available: 1-2

Posting Date: December 2018

Start Date: January 2019



Market Demonstration Assistant

Position Summary:

Eastern Market Corporation (EMC), the 501(c)(3) non-profit management and development organization of the Eastern Market, operates several food access and entrepreneur programs with the goal of engaging people in conversation about healthy food choices, teaching the community valuable kitchen skills, and assisting food businesses in getting started.

EMC seeks a candidate to serve under the direction Entrepreneurship & Education Director and senior The Market Demonstration Assistant. The Market Demonstration Assistant(s) (MDAs) are responsible for execution of demonstrations in the Sheds including the Eastern Market Community Kitchen and Red Truck Fresh Produce. The position will enable Eastern Market Corporation to have consistent published events that will engage the community, create and or renew interest in the various markets and encourage continued engagement with long-time market supporters.

Position includes but is not limited to: managing inventory of demonstration and kitchen equipment, cleaning supplies, program scheduling, instruction of demonstration providers on temporary food licenses from the Detroit Health Department, food sampling guidelines (MDARD), proper and safe use of kitchen equipment, enforcement of sanitary food handling methods and kitchen use policies and procedures.

The MDAs will coordinate demonstrations in the market from May – December for Tuesday, monthly Thursday Night, Saturday, Sunday Street and Holiday Markets. Most events will run from 9am – 3pm in specified locations. Expectation of MDAs is to be at the market from 8am to 4pm or until demonstration site has been closed and the kitchen and or facilities are clean.

Responsibilities:

- MDAs will ensure all demonstration participants are in compliance with Detroit Health Department licenses, all kitchen use policies and procedures and maintain relevant records to meet all federal, state, and local codes.
- MDAs will recruit and schedule all demonstrations from May through December for the Eastern Market Sheds & EMCK from local restaurants, organizations, hospitals, and chefs to present demonstrations, tastings, informative nutritional classes, and tastings
- Develop marketing campaign with DKC program coordinator, Kitchen Manager and or Marketing team
- Track the number of participants at all events
- Develop survey to determine participant interest in topic, relevance, etc.
- Validate ServSafe certification and review proper food safety and sanitation practices
- Assist with one-on-one and group technical assistance for program participants
- Prepare recipes for demonstrations and Tasting Stations
- Present cooking or nutritional demonstrations
- Other duties as assigned

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Qualifications and Experience:

- Associate degree in Nutrition, Education, Culinary or equivalent experience
- Ability to successfully obtain certifications: ServSafe, additional as needed
- Ability to communicate effectively both verbally and in writing
- Adept in public speaking and group presentations
- Food preparation and knife skills
- Recipe reading/execution, ingredient knowledge and presentation skills
- Communication skills
- Highly organized with excellent time and space management skills
- Proficient in MS Excel, Word, Publisher
- Must be able to work evenings and weekends

Physical Qualifications:

- Requires the ability to lift 50 lbs.
- Requires ability to walk, bend, stand, and climb stairs.

Compensation:

This is a part-time temporary, PPT, position of \$10.00 – \$12.00 per hour with a maximum of 30 hours per week. Benefits are not included.

This is a grant-funded position which will be re-evaluated periodically.

To Apply:

Please Send

- Cover letter
- Resume
- List of three references (including at least one prior supervisor) to:

Attn: Markeisha Wesley
Eastern Market Corporation
Market Cooking Demonstration Assistant Committee
2934 Russell
Detroit, MI 48207
mwesley@easternmarket.org

Electronic submissions are encouraged. Please put “Market Demonstration Assistant” in the subject line of your email. Submissions are due by **January 15, 2018**