



## Mabou Farmers' Market Job Description

**Job:** Market Assistant

**Location:** Mabou and remote work

**Type of Employment:** 10 week term, 30 hrs/week,  
Possible extension for additional 9-10 weeks for 5/hrs per week  
**Must be available all Sundays in work term.**

**Posting/Closing Date:** Wednesday, April 22, 2026, closing when filled.

**Salary Range:** \$16.75 /hr, paid Bi-Weekly

**To apply, email:** [secretary@maboufarmersmarket.ca](mailto:secretary@maboufarmersmarket.ca)

### Position Description

**The Mabou Farmers' Market** is a non-profit organization governed by a volunteer Board of Directors connecting local entrepreneurs and the community. We are an essential outlet supporting local farmers and artisans. Since its beginning in 2007, the Market has grown to one of the largest and most successful in Nova Scotia, hosting 60+ unique vendors with an average customer attendance of 1600+ visitors per market.

**Description:** The Mabou Farmers' Market Seasonal Assistant collaborates with the Market Manager to assist in planning, coordinating and execution of the weekly Mabou Farmers' Market on Sundays beginning in June and ending mid-October. The Assistant works at the direction of the Market Manager to deliver food security programs, events, and administers the Market merchandise table, including sales of gift cards throughout the entirety of the season and as needed can act for the Manager in their absence. The position requires a creative individual who possesses strong organization and communication skills. The successful candidate has a passion for creating a thriving, inclusive and vibrant market community.

### Main Responsibilities:

- Under guidance of the Market Manager execute programs, events and logistics of the Mabou Market in accordance with our mission
- Facilitate customer sales of merchandise and Market money
- Keep accurate records of all merchandise transactions
- Balance the float for the merchandise table on Market Day.
- Keep accurate stock of all merchandise, alerting the Market Manager when supply is low
- Assist the Manager with social media, communications and marketing execution.
- Participate in planning and executing Market fundraising activities and special events.
- Assist with setup and tear down of the weekly Market
- Uphold and maintain the Mabou Farmers' Market Rules and Regulations
- Other duties as assigned

**Skills & Qualifications**

- Strong arithmetic skills; quick thinking and calculating.
- Ability to work in a fast-paced, hectic, loud, and busy environment.
- Mature, trustworthy, punctual with good attendance record
- Comfortable with financial transactions.
- Even tempered and level-headed with a positive outlook
- Reliability and positive communications are key
- Social media knowledge of various platforms
- Organizational skills and ability to balance various tasks
- Community work and volunteerism would be considered an asset
- Ability to move tables, chairs, and lift minimum of 25 lbs is required