TAILGATE NEWS

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For Week of January 30, 2010

The next meeting will be February 13, 2010 at 9:00AM at United Community Bank, Straus Park. Remember the deadline is 5 February 2010 for Manager Applications. Mail them to Anne Somich, 146 Whitemire Street, Brevard, NC 28712. They can also be dropped off at Healthy Harvest M - W from 10-6. Appalachian Sustainable Agriculture Project (asap) is trying to develop a listserv to facilitate communications among farmers, farmers’ markets managers, support personnel & institutions, governmental & NGO staff & other interested in furthering farmers’ markets in NC. If you are interested send an email to DJGOforth@cabarruscounty.us with “subscribe” in the subject line.

EVENTS:
* 2/1 First Monday Concert Series 12:30 at First United Church of Brevard, on N. Broad.
* Greek Cooking Classes at Blue Ridge Bakery. Feb 2-appetizers, Feb 9-main course, Feb 16-desserts. Cost $75 call 883-8444 to sign up or more info.
* 2/2 Healthy Harvest Natural Foods Groundhog Day celebration, music, Wild Indigo Catering, free chair massage. French Broad Place, call 885-2599 for more info.
* Around the World with Breads at Blue Ridge Bakery at 5:30. Feb 3-Mardi Gras King Bread, Feb 10-Challah, Feb 17-Focaccia. Three wk class is $55, call 883-8444 for more info.
* Chamber Gala will be held at the Porter Center on FEBRUARY 5 at 6PM because of the bad weather instead of January 30.
* 2/11 Landscape Management Workshop at NC Arboretum from 8:30 - 4:30. Cost $25 includes lunch. You can call the Trans. Extension Office at 884-3109 or Cliff Ruth 697-4891 for an application. Registration deadline Feb 5, 2010 for the first 60 participants.
* 2/12 - 15 Valentine’s Get Away Weekend with various events like Frog Love in the Pink Beds, Silent Screen Star Swoon or Cupid’s Gallery Walk. For more info call the Heart of Brevard at 884-3278 or www.heartofbrvd@citcom.net.
* 2/16 Business After Hours at 5:30, It will be at Comporium. Call 883-3700 for more info.
*White Squirrel Shoppe is offering Floral Design Classes on Feb 17 and Feb 24. Limited space so call 877-3530 to register.

*2/21 Brevard Philharmonic - Violin Fest 2 PM at the Porter Center. Tickets & info call 884-4221 or www.BrevardPhilharmonic.org


*Appalachian Sustainable Agriculture Project will hold the 2010 Marketing Opportunities for Farmers Conference will be Feb 27 at Warren Wilson College Cost is $30 per individual and $45 for two farm partners. The price increases on Feb 1 by $5. For more info go to asapconnections.org

*Square Foot Gardening Certificate Classes March 4, 5, & 6 at the Transylvania Lib. Cost $165 per individual or $215 per household (2 people). To register call 884-3109 or www.squarefootgardening.com.

**Newsletter Copies:**
Anyone having items to put in the Newsletter or wanting an e-mail copy should give it to Marlin Dixon on a piece of paper or e-mail me at marlind@citcom.net
Market Manager job description

Mission: To work closely with and support Transylvania Tailgate Association (TTA) Market Committee to successfully open and manage the market for 2010.

A. Qualifications of the market manager

1. It is required that the market manager not be a vendor or immediate family member, so they can be entirely devoted to the direction and supervision of the market
2. Good communication skills and relates well with others
3. Good organizational skills, responsible and capable of carrying out a variety of duties at the same time
4. Good leadership skills and the ability to guide and maintain the stability of the market
5. Has a thorough understanding of the regulations and ordinances governing the farmers’ market and the effect those rules have on the operation of the market
6. Good decision maker, with the ability to make quick, accurate decisions and stand by them
7. Reliable, punctual and able to maintain a positive attitude

B. Responsibilities of the market manager

1. Arrive at the market 7am and remain until 10am on Saturdays only.
2. Acts as the administrator of the market, exercising general supervision over the market and its activities. Keeps the operation of the farmers’ market running smoothly and effectively
3. Explains market rules and regulations. Makes necessary judgments and decisions if questions or concerns arise
4. Enforces all farmers’ market rules, regulations, ordinances and codes
   a. Monitors activities within the market
   b. Ensures all market happenings comply with stated guidelines
   c. Takes disciplinary action when necessary
5. Mediator
   d. Settles disputes in the market
   e. Deals with complaints
   f. Accepts suggestions
   g. Works to achieve equitable and fair decisions
6. Communication and information link between all facets of the market development and operation. Keeps vendors aware of the market policies, activities and promotions. Responds to all consumer inquiries and complaints
7. Responsible for handling market fees
   h. Collects fees from vendors
      i. Seasonal fees. A vendor pays a set rate to reserve a specific space for the duration of the market season
      ii. Daily fees. A vendor pays a set fee each time the market is utilized. Spaces are generally assigned on a first come/first serve basis
8. Assigns spots to vendors  
   a. Vendors who purchase seasonal spaces receive top consideration when making assignments  
   b. Vendors purchasing spaces on a day-to-day basis receive consideration on a first-come/first-serve basis  
   c. Reassign spaces in the events of absences or late arrivals  
9. Monitor parking situation and resolve conflicts that may arise  
10. Record attendance and keep brief log of market events (weather, special events, and issues)  
11. Regularly reports to the TTA Market Committee  
12. Responsible for coordinating with assigned vendor concerning the displaying and removal of temporary signage pertaining to TTA events.

C. Compensation

1. The market manager will be paid a $75 weekly salary for the weeks of April 17th through October 30th for a minimum of at least 5 hours/week.  
2. Payments will be issued twice a month  
3. This is a contracted position which requires a 1099. Individual will be responsible for the taxes incurred during this time.
Market Manager Job Application
Transylvania Tailgate Association 2010

Date of Application:  
First Available Date to Begin Work:  

Contact Information
Last Name:  
First Name:  
Middle Initial:  
Address:  
City:  
State:  
Zip Code:  
Telephone:  
Daytime  
Evening  
Cell  
Best time to contact you:  
E-mail Address:  

General Information
Can you show proof of your eligibility to work in the United States?  "Yes" "No  
Are you the minimum working age of 18-years-old or older?  "Yes" "No  
The Transylvania Tailgate Market is a smoke-free environment,  
Can you adhere to this policy?  "Yes" "No  
Do you have any physical, mental or medical conditions that would interfere with your ability to  
perform the job for which you are applying?  "Yes" "No  
Are you currently charged with or have you ever been convicted of any crime, or has your drivers  
license been suspended?  "Yes" "No  If yes, please list:  
Have you ever been suspended or discharged from employment?  "Yes" "No  
Education, Beginning With Most Recent  
Year(s) School Degree and Major Did You Graduate?  

Special Skills  
Describe special skills, experiences, qualifications or accomplishments.  

Describe your computer proficiency. List specific software and your level of experience using it.  

Why do you think you would make a great market manager?
References
Provide two non-family references and indicate their relationship to you (e.g., employer, teacher, etc.).

Name: ___________________________ Relationship to You: _______________
Address: _____________________________________________________________
Daytime Telephone: (___) __________________________
E-mail: _____________________________________________________________

Name: ___________________________ Relationship to You: _______________
Address: _____________________________________________________________
Daytime Telephone: (___) __________________________
E-mail: _____________________________________________________________

Statement of Understanding
I certify that the statements made in this application are correct and complete to the best of my knowledge. I understand that false, omitted or misleading information may result in rejection of this application or termination of subsequent employment.
If accepted for employment with Transylvania Tailgate Association, I agree to abide by all of its rules, regulations, policies and procedures.
If employed, I understand that I may terminate my employment at any time with notice of two weeks, and that Transylvania Tailgate Association may terminate or modify the employment relationship at any time with the notice of two weeks. If employed, I understand that my employment is for no definite period of time and if terminated, Transylvania Tailgate Association is liable only for wages and benefits earned as of the date of termination.

Your Signature: _______________________________________________________
Date: ___________________________