

Job Description: **LUCSA Crew Member**



Summary:

The Urban Canopy is a young and diverse organization working on cutting edge issues at the intersection of urban agriculture and sustainable food. We are seeking a skilled **LUCSA Crew Member** to work on a dedicated weekly crew of packers and transporters. Crew Members spend half of their time assembling a curated box of local produce and food items for members and the second half transporting the CSA to membership throughout the city of Chicago. LUCSA Crew Members represent and maintain all of The Urban Canopy's environmental, economic, and social missions.

Duties and Responsibilities:

1. Clean, prep, and bunch produce items for up to 100 CSA shares a day in a 35-40 degree environment.
2. Pack CSA shares, load up Urban Canopy vehicles, and clean packing space as a team of up to six people.
3. Deliver CSA to LUCSA members throughout the city of Chicago.
4. Communicate with CSA members about specifics of delivery via text or over the phone.
5. Record details of route into online spreadsheets.
6. Maintain vehicle cleanliness and functionality.

Qualifications:

- Must be a Chicago resident and have a valid driver's license
- Be able to lift 40 lbs
- Be able to use a smart phone for customer phone calls, texting and GPS navigation
- Adequate skills driving a van and some knowledge of Chicago streets
- Punctual, effective and clear communicator
- Positive work ethic, able to work in a team and independently
- Ability to adapt to changing circumstances and handle moderate amounts of uncertainty
- Broader interest in sustainability and food
- Preference for experience with CSA preparation and packing or customer service
- Comfortable working in a high speed environment and able to multitask multiple assignments with a high degree of detail.
- Computer skills: Google Docs Suite and MS Office.

Position Details and Scheduling Information:

- Start date: End of May 2019
- \$12.50/hr during pack/prep shifts and \$13.50/hr during transport shifts
- 8-16 hours per week available on Monday and/or Tuesday

Additional Benefits:

- Free and wholesale food: includes surplus produce from our markets and CSA, and occasional product from our partners.
- Complementary Compost Club membership: home pick-up option available only if employee lives within our service area.
- Eligible for Healthcare options after three months of full-time employment.

To Apply:

Fill out [Google Form](#), check box for LUCSA Crew Member, and attach a resume.

Any questions about the process can be sent to careers@theurbancanopy.org.