



Finca Tres Robles Assistant Farm Manager (full-time)

About Us

Small Places is a 501c3 that develops farms in under-resourced neighborhoods to upend systemic inequalities at the neighborhood level. Our farms are designed to prioritize and become a part of the fabric of the communities they exist in, providing convenient, affordable access to high quality foods and a safe and welcoming space for our neighbors.

Our first farm, Finca Tres Robles (Spanish for “3 Oaks Farm”), located just 3 miles east of downtown in the historic 2nd Ward is one of the only urban farms in Houston’s urban core and grows seasonal fruits, vegetables and herbs on 1.5 acres. Using intensive growing methods and following organic practices, our farm is one of the only sources of sustainable, fresh, and local produce on Houston’s East Side.

As a community-driven farm uniquely striving to keep 100% of our produce within 3 miles of the farm, we have developed community outlets and relationships distributing our produce through a 10-month CSA, an onsite grocery store, and subsidized distributions directly to community partners and neighbors. As a community space, we also host regular community events and educational opportunities such as field trips and classes. Having recently signed a historic 40-year lease on 1.5 acres in partnership with Harris County, our new community farm will be opening up in early 2025.

Reporting to the Lead Farm Manager, our **Assistant Farm Manager** will be vital in launching production on the new farm site and supporting our inaugural class of Farm apprentices.

Working in a primarily working-class Latine community we strive to represent, include and prioritize our immediate neighborhood. We strive to be an anti-racist organization and work to leverage our farm to pursue equity and food justice to our best ability.

To read more about our mission and our work, please visit smallplaces.org

Responsibilities:

- Support the Farm Manager in the running of the day-to-day farm work including daily, weekly and seasonal planning, seeding, planting, weeding, irrigation
- Manage and oversee all work done in the Greenhouse and Harvest and Post Harvest aspects of the farm through regular meetings with the Farm Manager (and Executive Director)
- Direct, manage, and train farm staff, volunteers, and seasonal help which includes supporting the Farm Manager in implementing our Apprenticeship program
- Contribute to the development of improved operations through routines, processes, checklists, record keeping, farming techniques, and farm infrastructure projects.
- Support the weekly maintenance and needs of the farm including email inquiries, making trips and purchases for farm needs, and planning and implementing farm improvements as needed

- Support in weekend activities as agreed upon, i.e. farm stand, volunteer groups, weekend farm maintenance

Qualifications and Experience:

- 1+ years of production farming and farm management experience
- 1+ years of urban ag / agritourism experience
- Proficient in Gmail, Google Docs, Google sheets
- Committed to personal growth and accountability
- Willingness to work outdoors in Houston's weather and ability to lift 50 lbs +
- Speak Spanish (prioritized but not required)

Schedule and Pay:

- 40-50 hours a week (depending on the season), 5 days per week. Occasional evenings and weekends.
- \$42,000-\$46,000 DOE
- *Other benefits include:* Farm Produce; monthly/health savings account; PTO, Potential for growth opportunities in the organization as we grow

The statements contained in this job description are not necessarily all-inclusive; additional duties may be assigned and requirements may vary from time to time.

To apply, please complete the [online application](#) or send your resume and cover letter to gmast@smallplaces.org with "Assistant Farm Manager" as the subject.