

Job Description – Clean Leadership 2019 Program

Summary of the Program

The Nova Scotia Youth Conservation Corps (Youth Corps) was established in 1989 to provide Nova Scotian youth with training and employment opportunities in the environmental field. This program engages community partners across the province to hire students to carry out work that enhances the local environment through the summer months. Clean Foundation and the Government of Nova Scotia announced in September the official re-branding of the Nova Scotia Youth Conservation Corps as the **Clean Leadership Program**. The Clean Leadership program provides Nova Scotian youth with environmental work experience, an enhanced appreciation of the environment and their community, and develops skills for life-long learning (including team-building and leadership skills, increased knowledge for future employment and/or education ventures, program evaluation techniques, and the ability to give back to their community and their environment).

Job Title - Sustainable Seafood Specialist

Wage - \$13.25/hr

Summary of Position

The community partner for this Summer Student Intern position through the Clean Leadership program will be Afishionado Fishmongers, reporting to Laurie Starr. In this position, you will be mainly responsible for assisting with day to day logistics of the Warehouse Market, a bustling farmer's market, food hub, and logistical HQ for Afishionado Fishmongers, located in the heart of Halifax's North End. A typical day may involve assisting with setting up the farmers' market, interacting with clients to provide information on the sustainability of seafood, helping pack wholesale orders, communicating with the Afishionado driver and partner courier companies to get orders on the road, engaging and completing sales, diving into the literature of seafood sustainability, and jumping in to assist with deliveries where required.

This is seafood sustainability in action. As a sustainable seafood social enterprise, Afishionado is actively disrupting the unsustainable commodity market by providing high-value alternative markets for small-scale community-based seafood harvesters. As an Afishionado intern, your actions directly contribute to the building of a seafood movement in Halifax and beyond that promotes seafood sustainability, traceability, transparency, and the story of where our seafood comes from.

The successful candidate should have a keen interest in the local and sustainable food and seafood movement, and be motivated to apply concepts of sustainability into practical projects by interacting with resources, food products, clients, and customers on a day-to-day basis. The candidate should have an insatiable appetite for staying on top of the most up-to-date seafood sustainability reports, be comfortable with task management and prioritization, deal with a wide variety of constantly shifting responsibilities, be a self-starter not afraid to take action where required, and be extremely comfortable dealing directly with the public.

Community Partner

Afashionado is a Halifax-based sustainable seafood company. We service restaurants and institutions in the HRM and throughout Canada, supply over 200 Maritime households through our weekly seafood subscription service, and run a farmers' market out of our North End warehouse space. We have our own processing plant and use innovative technologies to directly connect our clients with their seafood harvesters.

We're passionate purveyors of delicious and truly sustainable seafood. We emphasize providing transparency and traceability back to the producer, making it easy for customers to buy nutritious sustainable seafood at its freshest, to know exactly who harvested it, and to make it more profitable for those who take the time to grow and fish sustainably. This unique focus means we're constantly hustling to connect the dots and meet the needs of a wide variety of suppliers and clients.

Our home, the "Warehouse Market", is simultaneously Afashionado's office HQ, marketspace, and cold storage facility, while also serving as an eclectic base to multiple local businesses and a thriving farmer's market. It's from here that almost all of Afashionado's critical day-to-day affairs are conducted, and during the high season in summer, this space becomes a bustling hub of activity. We're searching for a highly motivated intern to take the lead on a wide range of constantly shifting tasks!

Duties and Responsibilities

- Assist with the management of the Warehouse Market farmers' market on a day-to-day basis, including interacting with the public, engaging in sales, and maintaining appropriate stock levels;
- Deliver products to the South Shore and Annapolis Valley on Tuesdays, Wednesdays, and Thursdays and jump in when necessary to distribute seafood throughout the HRM.
- Take and record orders when necessary or direct wholesale customers to our wholesale manager;
- Organize and dispatch orders outside of the HRM through our Courier partners;
- Deal directly with the public and customers at the Warehouse farmer's market;
- Collect payments and invoice from mobile device at the Warehouse farmer's market;
- Inform customers about new products and services;
- Research and learn detailed information about the goods and services provided by Afashionado, including up to date reports on their sustainability;
- Direct feedback and questions to supervisors, as needed, and resolve complaints where possible;
- Load, unload, prepare, inspect and operate delivery van where required;
- Participate in public events and expos as a front line Afashionado representative;
- Work with supervisor to determine a project subject, culminating in a final project report in August;
- Participate in two sustainable seafood reviews to ensure continued improvement of knowledge related to seafood sustainability;
- Other tasks that may be assigned by Afashionado as required.

Requirements/Qualifications

Specific requirements and minimum qualifications required to successfully perform the job. These are the qualifications that are necessary for someone to be considered for the position.

- Must be a Canadian citizen or legally entitled to work in Canada;
- Must be between the ages of 18 and 30;
- Must be a full-time student and intending to return to school in fall 2018;
- Is not a member of immediate family of community partner;
- Have an aptitude for safe work practices and the ability to multi-task in a busy work environment;
- Be able to work productively as part of a team while responding to feedback;
- Demonstrates interest in future employment in the environmental or 'green' sector is considered an asset;
- Valid driver's license and clean driving record. Must have been driving for 3+ years;
- Regular driving experience, with previous insurance;
- Restaurant/Retail or food service experience;
- Capacity to use Excel, Word and basic software set up functions, data entry;
- Excellent organizational and time management skills;
- Basic math skills;
- Excellent oral and written communication skills by telephone, in written form, e-mail, in person and text;
- Excellent interpersonal skills;
- Ability to work autonomously

Working Conditions / Physical Requirements

- Ability to safely and legally operate a motor vehicle;
- Ability to lift 45 lbs