



# YOUNGSTOWN NEIGHBORHOOD DEVELOPMENT CORPORATION



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330.480.0423



820 Canfield Road, Youngstown, Ohio 44511

## Glenwood Fresh Market Associate Job Description

**Work Schedule:** Part time – 10-20 hours per week, evening and weekend work may be required  
**Compensation:** \$22 per hour

Glenwood Fresh Market Associates assist in the operation of the Glenwood Fresh Market and create a welcoming environment to achieve program service goals including: increasing access to fresh food, inspiring healthy eating, and contributing to a clean, organized and functional environment.

### Skills/Abilities

1. Ability to provide excellent customer service.
2. Experience using computers and iPads and the ability to assist the Market Manager in completing program intakes.
3. Ability to complete repetitive hand and arm movements, repetitive grasping, lifting, bending, reaching, and exposure to extreme temperatures (coolers, freezer, outdoors, etc.).
4. Moving or lifting produce and other product up to fifty (50) pounds.
5. Ability to spend majority of time on feet and stand or walk without a break for multiple hours at a time.
6. Ability to work a flexible schedule including evening and weekends to ensure market is accessible to members.

### Responsibilities

1. Complete daily logistical tasks to ensure the market is fully stocked with fresh produce and product throughout each open market day. This includes stocking produce and other products in shelves and coolers.
2. Maintain constant cleanliness and organization of the market facility. Complete routine cleaning tasks.
3. Create a welcoming environment for members (customers), answer questions, and provide information about the Market and partner resources.
4. Coordinate the successful completion of member intake and of all necessary forms and surveys.
5. Coordinate with resource partners to ensure members are accessing multiple health resources.
6. Check out customers.
7. Manage recurring volunteers that assist with market days.
8. Assist in promoting market to ensure a high-quality facility that is well utilized and that can keep up with demand.

To apply, please complete a YNDC job application and send to [jdaugherty@yndc.org](mailto:jdaugherty@yndc.org).  
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