

**Winnetka Farmers Market Volunteer Application:**

**Office Location:**

841 Spruce Street, Suite 204

Winnetka, IL  60093

**Market Location:**

Winnetka Train Station Parking Lot

752 Elm Street (Southeast corner of Elm Street and Green Bay Road)

Winnetka, IL 60093

June 4 through October 29

7:30 am – 12:30 pm Rain or Shine

Plenty of Parking Available

Terry Dason Market Manager

O: 847.446.4451

C: 847.899.6112

https://wngchamber.com/farmersmarket/

https://www.facebook.com/WinnetkaFarmersMarketIL/

@winnetkafarmersmarket

In its fifth year, the Winnetka Farmers’ Market open on Saturdays June 4 through October 29, 7:30 a.m. to 12:30 p.m. Rain or Shine.  This year, the market will be in a new location at 752 Elm Street, (southeast corner of Elm Street and Green Bay Road) due to road construction in the West Elm Business District.

The mission of the Winnetka Farmers’ Market (Market) is to offer for sale the freshest, highest quality homegrown/produced items and hand produced merchandise along with a variety of interesting products that would be valued by our local area residents.

**Volunteers will work for the day of market manager.** (Job description including, but not limited to the following)

* Checking in part-time vendors by providing them with their space location.
* If vendors are missing tent weights on a windy day, or any other equipment, ie: tent, table, chairs, you will be able to offer necessary equipment for a fee. You will be responsible for completing a rental document with the vendor needing the equipment. The vendor must sign usage document, that reflects the usage fee for the day.
* Placement of A-Frame signage around the market grounds
* Vendor booth sitting for bathroom breaks
* Work the market tent, answering resident’s questions about the market
* Pass out Market shopping bags to attendees
* Keep the dogs water bowl clean and filled as well as a full stock of treats for our furry guests
* When musicians arrive, you will show the music performers their location, electrical, as well as ensuring the cords are safe and secure for safety purposes
* Keep the picnic tables clean and grounds clear of trash

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**Desired Skills:**

* A genuine love for farmers markets and the products and experiences they offer
* Friendly, outgoing, and upbeat
* Excellent communication skills
* Self-directed but able to work collectively as a collaborator
* Capable of overseeing a project from start to finish or jumping in mid-stream
* Willingness to work in the elements (heat, rain, cold, temperatures, etc.)
* Able to enforce rules assertively and respectfully as needed.
* Must be able to professionally represent the Winnetka-Northfield-Glencoe Chamber (WNGC), and the Village of Winnetka, to the public, municipal authorities, vendors and sponsors.
* Knowledge of mission, objectives, policies, programs, and procedures of the principles and practices of non-profit organizations
* Appropriately dressed

**Volunteers will be receiving a cap with market logo and name tag to identify their position within the market. The Saturday Market Manager will provide volunteer training.**

Full Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_\_\_\_ Zip Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mobile Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Languages you speak\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Physical limitations\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**How did you hear about the volunteer opportunity at the market?**

* Winnetka-Northfield-Glencoe Chamber (WNGC) website\_\_\_\_\_\_\_\_\_\_
* Friends group (website, newsletter) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Post on social media (Facebook, Instagram, twitter) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Print(flyer) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Word of mouth (another volunteer, friend, family, staff) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Other (List)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Emergency Contact**

Contact Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone (Best)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relationship\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Date**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please mark your availability, both date and time (7:30a-10a, or 10a-12:30p). Thank you so much for volunteering!

JUNE 7:30a–10:00a 10:00a–12:30p

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| --- | --- | --- |
| JUNE 4, 2022 |  |  |
| JUNE 11, 2022 |  |  |
| JUNE 18, 2022 |  |  |
| JUNE 25, 2022 |  |  |

JULY 7:30a-10:00a 10:00a-12:30p

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| --- | --- | --- |
| JULY 2, 2022 |  |  |
| JULY 9, 2022 |  |  |
| JULY 16, 2022 |  |  |
| JULY 23, 2022 |  |  |
| JULY 30, 2022 |  |  |

AUGUST 7:30a-10:00a 10:00a-12:30p

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| --- | --- | --- |
| AUGUST 6, 2022 |  |  |
| AUGUST 13, 2022 |  |  |
| AUGUST 20, 2022 |  |  |
| AUGUST 27, 2022 |  |  |

SEPTEMBER 7:30a-10:00a 10:00a-12:30p

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| --- | --- | --- |
| SEPTEMBER 3, 2022 |  |  |
| SEPTEMBER 10, 2022 |  |  |
| SEPTEMBER 17, 2022 |  |  |
| SEPTEMBER 24, 2022 |  |  |

OCTOBER 7:30a-10:00a 10:00a-12:30p

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| --- | --- | --- |
| OCTOBER 1, 2022 |  |  |
| OCTOBER 8, 2022 |  |  |
| OCTOBER 15, 2022 |  |  |
| OCTOBER 22, 2022 |  |  |
| OCTOBER 29, 2022 |  |  |

**PLEASE MAIL OR DELIVER YOUR COMPLETED FORM TO THE WINNETKA-NORTHFIELD-GLENCOE CHAMBER OF COMMERCE: 841 SPRUCE STREET, WINNETKA, ILLINOIS 60093**