

## **WORK EXPECTATIONS FOR ALL FIELD WORKERS**

- Cell phone use is permitted within reason during work time. Phones can be used for listening to music/podcasts or taking photos. Please do not use social media, take phone calls, or text during work time. Save this for break times.
- Workers should check in with the farm manager at the beginning of their work day for a rundown of the daily tasks. A whiteboard with a task list will be in the tool-barn at all times. Please initial each job chosen and cross it off the list after completion.
- Workers should ask questions when they are unclear and need more direction.
- Personal projects should be done after farm projects are completed and workers work day is over.
- Workers should keep track and log their own hours. Hours should be accurately reported to their supervisors.
- The farm should be a place for learning and fun. We encourage everyone to have fun in the field while also working efficiently and remembering that we are here to facilitate an environment for campers to have fun first and foremost. Enjoy your conversations while keeping a steady work pace.
- Nothing harvested at the farm will be used for personal profit. This includes vegetables, herbs, flowers, fruits and any value added product created from farm items (ex: fermented foods, infused oils, herbal extracts etc). All products from the farm will benefit the farm and the farm alone and should be discussed the Tamarack management team beforehand.
- Workers should be respectful and aware of farm programs. They should be non-disruptive to the programs and ready to assist if needed.
- Workers should not touch any irrigation controls or temperature controls in the greenhouse or the tool-barn without specific instructions to do so from Alex.

- All staff should drink plenty of water, wear sun appropriate clothing and take frequent breaks in hot summer weather.
- Workers should be available to assist in giving farm tours.
- Workers should not harvest crops without specific instructions or permission to do so. Our harvest lists will change weekly and be distributed to different places.
- Workers will have first pick of cooler produce on harvest days respectful of dining hall and program needs.
- Staff should be open to feedback about their quality of work and also feel free to give feedback. Weekly meetings will be scheduled for checking in and to keep communication open.
- If not at the farm for work time, staff (or anybody) should be respectful of programs, other people working and the general environment of the farm. While it is OK to come to the farm and hang out, this should not be a distracting event that would jeopardize anybody else's quality of work or ability to stay on task (ex: playing loud music, leading activities without checking in first with program and farm management staff).
- All staff will return farm tools to their designated locations after cleaning off all dirt and debris. If any tools become damaged or aren't working properly, staff should alert the farm manager.
- No food should be left out in compost buckets or on tables at the end of the day. Everyone will work together to see that food scraps go to their designated location. Exceptions for Tomatoes left on stainless steel work tables.
- Everybody will work together to ensure that the farm is a clean and safe environment. Please sweep, wipe down surfaces, put away work materials and shut off all water valves at the end of the day. Everybody should manage their time in a way that facilitates clean up time.
- When running the farm Cob Oven, staff will help participants to their food before they themselves eat. Please make extra dough if you plan on enjoying a treat from the oven and cook your food after all programming has been completed.