



Value-Added Products Business Manager Job Announcement

Isabella Freedman Jewish Retreat Center seeks a Full-time Value-Added Products Business Manager to oversee all operations of the Adamah Value-Added Products Business.

Located in Falls Village, Connecticut, Isabella Freedman's mission is to build spiritually vibrant, socially progressive Jewish community. We do this by providing experiences that inspire a love of Judaism, strengthen the bonds of community and cultivate leadership. All of our programs model an approach to Jewish tradition that gives participants tools for spiritual fulfillment, deep learning and social engagement.

Adamah is a program of Isabella Freedman that connects people to their roots—to the land, to community, to Judaism and to themselves—by providing educational programs and products in order to build a more sustainable world.

Responsibilities

Production 10%; Marketing/Sales/Distribution 65%; Adamah Faculty 25%

Production:

- Making pickles, kimchi, dilly beans, sauerkrauts, jam, herbal tea and salve and other seasonal specialty products.
- Coordinating with the Field Manager to ensure correct quantities and varieties of vegetables are planted and that harvests are aligned with food production calendar.
- Manage an apprentice and fellows to work appropriately and efficiently without direct supervision on a day-to-day basis (the apprentice will run the majority of food production sessions).
- Improving current recipes.
- Creating new products and coordinating the design of new labels.
- Ensuring we meet safety regulations.
- Purchasing supplies.

Marketing, Sales and Distribution:

- Financial Management, including management of the VAP budget, overseeing inventory, bookkeeping, and tracking all sales and expenses.
- Setting up new wholesale accounts.
- Coordinating delivery of products.
- Setting up sales events on and off-site.
- Writing grants for the business, when applicable.

Adamah Faculty Responsibilities:

- Work with others to cultivate an Adamah community filled with learning, meaning and joy.
- Attend weekly Adamah faculty meetings.
- Assist with field trips, attend community meetings with Adamah fellows and hold one-on-one check-ins with fellows.

Isabella Freedman is an Equal Opportunity Employer

- Lead Avodat Lev (morning prayers and meditation) no more than once a week
- Teach classes two to three times a month.
- Lead pickling and food preservation workshops for Adamah fellows, visiting groups and at select offsite locations.
- Lead tours of the production kitchen and other Adamah areas for visiting groups.
- Hold responsibility for the safety and quality of products.

Qualifications:

You must be able and willing to:

- Be a clear communicator, supervisor and teacher
- Lift heavy boxes
- Drive a 12' delivery truck, or other vehicles, to make deliveries up to 5 hours round trip

Experience with Jewish education and intentional community is a plus.

Experience with direct marketing (tabling at events, selling at a farmer's market) is a plus.

Salary and Benefits: Competitive salary and benefits. On-site housing is available.

Start Date: May 2011

To Apply: Please send cover letter, resume and 2 references to Sarah at sarah@isabellafreedman.org. To learn more about Isabella Freedman, please visit www.isabellafreedman.org.