



Gorge Farmer Collective
Warehousing & Transportation Assistant
Position Description - August 2026

Position Overview

The Gorge Farmer Collective (GFC) is seeking a dependable, efficient, detail-oriented, and organized Warehousing & Transportation Assistant to support our growing organization. This role is primarily independent, requiring self-motivation, strong time management, and the ability to problem solve in a physical, fast-paced environment. This role will be in charge primarily of inventory packing and transportation of sold goods throughout the region. This position is currently set for 20 to 29 hours per week.

Start date: ASAP

Worksite location: Based at our Hood River warehouse, with deliveries around the Gorge and Portland

Work schedule: Tuesdays (semi-flexible, about 5 hours), Wednesdays 9am-5pm, and Thursdays 7am-4pm (ability to start earlier a plus), with some optional Fridays as needed

Hourly rate: \$22 per hour

FTE: 0.5 to 0.725 (20 to 29 hours per week)

Timeline: year-round (we do not operate the last two week of December)

Benefits: \$50 monthly shopping credit at Cost of Goods discounted rate, employer matched Simple IRA, sick leave (accrued at 1 hour per every 30 hours worked), and a \$25 per month phone stipend.

Reports to: Operations Manager

Organizational Overview

GFC is a farmer-owned cooperative, aggregating and distributing locally grown and processed foods to customers around the Columbia River Gorge and the Portland Metro area. We aim to streamline our regional food chain in a way that lets farmers farm. By pooling our resources together as farmers, ranchers, fishers, and food businesses, we are able to minimize duplication of efforts, increase market access, foster space to lean into niches and specializations, and decrease burnout. We reject the rugged individualist notion that every farmer must fend for themselves - we are stronger together, as a Collective, and we practice that fully through our Cooperative model.

GFC was born out of the COVID-19 pandemic, as an innovative response to restaurant accounts disappearing overnight, and farmers facing the potential of losing their ability to sell directly through a farmers market environment. In our region, there existed no grassroots local farmer network to overcome this barrier, and so we created one. In spring of 2020, five farms came together to form an online, direct-to-consumer marketplace to ensure we could sell our products, and our customers could maintain access to safe, healthy foods in a time when it mattered most. We have since expanded our services to include wholesale distribution and robust food access programming. We are currently a small but mighty staff of two, and are excited to grow our team!

Primary Responsibilities

- **Warehousing (30%):** Product packing and order fulfillment, supporting producers during aggregation window, maintaining warehouse cleanliness and organization. Complying with food safety and worker safety standards; adhering to GFC's food safety plan and upholding compliance.
- **Transportation (70%):**
Home and commercial deliveries in our refrigerated Ford Transit van, as well as weekly institutional deliveries in the Gorge & Portland metro area.

Qualifications

- Ability to thrive in a flexible, fluid work environment.
- Highly organized with attention to detail.
- Able to work independently and problem solve in a physically demanding, fast-paced environment.
- Effective communication skills.
- Ability to provide friendly and professional customer service while on delivery.
- Ability to lift 50 pounds repeatedly.
- Willingness to work with AI tools and plastic as necessary.
- Comfortable working in a refrigerated (~34 degree) warehouse space for several hours at a time (with breaks as needed). Thermal gloves and workwear provided.
- Ability to safely operate pallet jacks, lift gates, and other warehousing and transportation equipment. Forklift experience is a plus, but not required.
- Clean driving record, valid driver's license, and ability to drive a 16 foot Isuzu box truck and Sprinter van. This does not require a commercial drivers license.

Application Instructions

Submit a resume with two professional references to haley@gorgefarmers.com. Position open until filled, start date as soon as possible.

Hiring Process

Successful applicants will participate in a phone interview with the Operations Manager and Executive Director. Interview questions will be provided in advance. Successful candidates will be invited to a part- or full--day working interview at our warehouse. This labor will be paid at the \$22 rate regardless of whether you are offered the job or not. Once offered the position, the applicant must have their driver's license cleared by insurance. The employee then enters a 90 day trial period during which either party may terminate the employment agreement without cause.

Diversity Statement for Hiring

GFC is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, disability status, protected veteran status or any other characteristic protected by law. We encourage people of color, women, people who identify as LGBTQ2SIA, religious minorities, recent migrants/refugees, differently-abled people, and applicants from different generational and economic backgrounds to apply.