



## Now Hiring General Manager

The [Upper Valley Food Co-op \(UVFC\)](#) is a community-supported natural foods market which supports the local economy, is committed to sustainability, and enriches lives through education. We are seeking a General Manager to lead our co-op into the future.

With an active membership of 1300, UVFC is committed to providing wholesome and high-quality food and unique products, supporting our local growers and producers, educating consumers about food, nutrition, food safety, and health.

Located in the picturesque town of [White River Junction](#), VT, our community spans the upper Connecticut River valley between NH and VT. Consistently rated one of the most desirable places to live, we are a blend of rural and small urban communities with access to a rich agricultural, artistic, and community-minded tradition. The area includes seven colleges, major medical and manufacturing centers, and easy access to Boston, MA; Hartford, CT; Burlington, VT and Montreal, QC.

Our next leader will be curious, authentic, and visionary, embracing and embodying the cooperative principles and values in their work. We seek someone who leads by example, enjoys connecting with a variety of people, and thrives in a team-oriented environment.

### Job Purpose

To lead our cooperative so that it achieves the Ends Policy determined by our Board of Directors, as follows:

Our co-op will be central to a resilient and connected Upper Valley community.

Because of all that we do, people in the Upper Valley will have:

- Access to healthful, affordable food
- A supportive market for local farmers and producers
- Education and resources for sustainable, healthful practices
- A place for community connection

The GM is responsible for the oversight of operations to maintain the financial solvency and community centeredness that our Co-op is known for, while expanding our impact and resilience

into the future. The Board uses policy to define the expectations of the General Manager within defined limits of prudence and ethics. The General Manager determines how to implement daily operations.

### **Key Qualifications include:**

- **Embraces cooperative structure:** Articulates what makes co-ops different and can work successfully within the cooperative structure.
- **Building and leading teams:** Makes good hiring decisions. Inspires staff, delegates work, and provides performance feedback, including timely coaching and guidance. Has experience managing managers. Creates a climate of trust and encourages information sharing.
- **Collaboration:** Is comfortable with cooperation and teamwork in groups and open to hearing multiple voices and participating in democratic processes.
- **Financial management:** Understands financial variables, how to find them, and how to place them in a business context.
- **Strategic business planning:** Takes vision and strategies and turns them into operational plans that align with the Ends.
- **Retail grocery experience:** Is familiar enough with how grocery stores operate to meet goals and manage departments. Understands key metrics.
- **Self-aware:** Has awareness of own work and communication styles, adjusts as needed to successfully work with others. Identifies own needs for additional training and seeks out appropriate venues to learn.
- **Models excellent performance:** Demonstrates expectations of others through their own actions.

### **Salary and Benefits:**

- \$75,000 - \$85,000 commensurate with experience
- Employee Discount (20% on in-store purchases)
- Paid Time Off
- Health and Dental Insurance
- Professional Development

See full job description at: <https://www.uppervalleyfood.coop/employment>

Position will be posted until filled with a desired start date of June 15<sup>th</sup>. To apply, please submit resume and cover letter to [UVFCsearch23@gmail.com](mailto:UVFCsearch23@gmail.com).

The Upper Valley Food Co-op is an equal opportunity employer, and we are committed to providing an inclusive and welcoming environment for all members of our staff.