



Job Description:

Market Day Assistant Manager

- **Position:** Market Day Assistant Manager
- **Organization:** The Springs Market (Official Sulphur Springs Farmers Market)
- **Event Date:** October 18, 2025
- **Load-in:** 7 AM - 9 AM
- **Event Hours:** 9 AM - 3 PM
- **Load-out:** 3 PM - 5 PM
- **Location:** 8098 N Nebraska Ave, Tampa, FL 33604

Overview:

Join us for the inaugural Springs Market, where we celebrate local farmers, artisans, and community spirit! We are seeking an enthusiastic Market Day Assistant Manager to support the

overall operation of our market event. In this role, you will assist the Lead Manager in overseeing setup, maintenance, and breakdown of the market, while ensuring a seamless experience for both vendors and attendees. If you enjoy working in a dynamic environment and have a passion for community engagement, this is the perfect opportunity for you!

Key Responsibilities:

Market Operations:

- Assist in the setup and breakdown of market tents, signage, and vendor spaces to ensure a smooth start and conclusion to the event.
- Monitor the market area throughout the day to maintain cleanliness and safety for all participants.

Vendor Logistics:

- Support the Lead Manager in coordinating vendor check-ins and ensuring all vendors are informed about market logistics and guidelines.
- Address any vendor concerns or issues that arise, ensuring their needs are met promptly.

Customer Service:

- Help manage the information booth, providing accurate information to customers about market activities, vendor offerings, and event schedules.
- Greet attendees and assist them with inquiries, ensuring a welcoming environment.

Safety Compliance:

- Ensure that all safety protocols are followed and that the market complies with local regulations.
- Report any incidents or safety concerns to the Lead Manager immediately.

Qualifications:

- Strong organizational skills with the ability to manage multiple tasks effectively.
- Ability to work outdoors in various weather conditions and adapt to changing environments.
- Prior experience in event management, customer service, or a related field is a plus.
- Strong communication skills, with a friendly and approachable demeanor.
- Leadership qualities and the ability to work collaboratively with a team.

Compensation:

- Pay Rate: [\$250 flat rate per market event]
- Additional incentives may be offered based on performance and engagement during the event.

Benefits:

- Gain hands-on experience in event management and customer service.
- Connect with local vendors and community members, fostering new relationships.
- Contribute to the success of a new initiative that supports the local economy and community spirit.
- Enjoy a vibrant and lively atmosphere while promoting local agriculture and craftsmanship.

How to Apply:

If you're interested in being a part of this exciting inaugural event as a Market Day Assistant Manager, please complete the Springs Market Day Assistant Manager application using the following link: [Application Link] (insert link here). We are accepting applications on an ongoing basis leading up to the event.

For groups or organizations interested in offering management opportunities, please contact us at

[thespringsmarket@gmail.com] with “Market Day Assistant Manager at Springs Market” in the subject line.