

Operations Committee Report, SJFM AGM April 2013

The Operations Committee went through some changes this year. Stemming from the original Human Resources Committee it was restructured at the beginning of the season to take on oversight of all day-to-day aspects of running of the market. The mandate of the operations Committee included regular, structured meetings with the Market Manager, and any other hired staff, to provide guidance, support and feedback to the SJFM's employees and, in turn, to hear ideas and issues brought by the Manager and/or the Assistant Manager as they arose and then to bring them to the board.

There were several challenges this year. Many stemmed from the fact that the Chair of the board has many obligations and plays many roles which can be at cross purposes with staff oversight. To this end, a restructure of the committee was discussed by the board and will be adopted for the 2013 season. Going forward, the Vice-Chair, which is a role with less specified responsibilities than the Chair, will be the default head of the Operations Committee. The Vice-Chair of the SJFM board will commit to regular, formal and documented meetings with each hired staff member. Through this process, both the paid positions and the market itself will get regular support and there will be an established route of communication for any weekly market issues noted by the staff to be passed on and discussed as needed by the SJFM Board.

The Operations Committee has already been active in anticipation of the upcoming season. The committee recommended an increase in the number of hours per week for the Market Manager position and also an earlier start date for this position. This should help the Manager have time before the Market opens in June to familiarize themselves with and assist vendors to follow any and all licensing protocols and health and safety requirements. Both of these recommendations were (with minor adjustments) approved by the board.

The Committee advertised for a 2013 Market Manager. The call out generated a promising influx of resumes, and interviews were held for the top four candidates. The Operations Committee has sent on a hiring recommendation to the board and we should have a new Market Manager starting before the month is up. In addition to the Market Manager, we will begin a similar process over the next month to hire an assistant manager for the summer months of the 2013 season.

Thank you,
Emily Martin
interim chair of The Operations Committee