



Job Opportunity – Events Coordinator

About Us

Established 1980, Andrews Farm Market & Winery is one of Ontario's most well-known agri-tourism destinations, attracting 50,000+ visitors annually. We grow 160 acres of pick-your-own fruit, vegetables, and flowers; other attractions include our on-farm retail store and winery, wagon rides and playground, private event space, special farm events, and educational tour program.

Job Description & Objectives

The Events Coordinator works together closely with the Farm Store Manager to lead, oversee and coordinate summer day camps, school tours, birthday parties and corporate events at the farm. This role includes managing bookings, maintaining positive and regular communication with clients, ensuring all events are well organized, and promoting group experiences at the farm to grow the event portfolio of the business. The Events Coordinator directly supports our farm's goals of being a gathering place for community groups, outdoor education programs, families and friends; engaging the public in meaningful, fun farm experiences; building friendships and loyalty among farm visitors; and providing exceptional customer service.

Qualifications

We are looking for a friendly, outgoing candidate that is passionate about connecting people with memorable farm experiences, a team player with excellent communication skills and problem-solving abilities, who is reliable and has good attention to detail. They should have 2+ years of events management and customer service experience, and be comfortable talking on the telephone and using a computer, including Microsoft Office programs.

Working Schedule

May 1 – October 31: Full-Time, 30-40 hours/week, including some weekends and holidays, with possibility of extension for part-time winter work

Working Environment

Office and outdoor event space

Pay Rate

\$18-22/hour, based on experience

To Apply

Please submit your resume, and a short description of why you would be a good fit for this role at the farm, to Lorraine at farmstore@andrewsscenicacres.com

In accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code, Andrews Farm Market & Winery will provide accommodations throughout the recruitment and selection process. If you require an accommodation, we will work with you to meet your accommodation needs to ensure your equal participation.