



Adaptive Seeds is a small, certified organic farm-based seed company located in rural Linn County, Oregon, about 45 minutes from Eugene and Corvallis. We grow and sell public domain, open pollinated seed and believe that open pollination encourages diversity and resilience. We are passionate about *Bringing Biodiversity Back* to farms and gardens by stewarding rare, diverse and resilient seed varieties that we distribute through our website and regional seed racks. We see locally adapted varieties as a foundation for the resilient local food systems that we are helping to create.

## **General Employment Considerations**

At Adaptive Seeds, we strive to create an open and positive work environment where all employees are engaged with their work. Though we may not all be working together on the same tasks at the same time, we are all working towards a shared goal. To this end, it is important for workers to have the following skills and attitudes in order to build a happy and productive team. These are overarching guiding principles that apply to all positions at Adaptive Seeds.

### **ATTITUDES AND ABILITIES:**

#### ***Responsibility and reliability***

- Ability to learn and to work unsupervised.
- Self-motivated to do quality work efficiently and improvement over time.

#### ***Awareness and participation***

- Maintains an awareness of what is currently happening.
- Thinks of what needs to happen next and helps initiate that next task.
- Considers safety and quality at all times.

#### ***Time***

- Is on time for work.
- Keeps track of work speed and strives for efficiency.

#### ***Positive attitude***

- Makes constructive suggestions for improving work, and offers to help implement those improvements.
- Respects all staff, appreciating their work and contributions.
- Is optimistic, good natured and adaptable while at work.

#### ***Communication***

- Works well with others through verbal and written communication.
- Questions directions when they are inadequate or unclear.
- When appropriate, offers alternative/improved ways to achieve a work objective.

- Responsive to suggestions from supervisors and co-workers.
- Communicates proactively and honestly.

### ***Focus***

- Able to concentrate on the task at hand.
- Listens carefully to instructions without becoming distracted.
- Retains information for future reference (memory and/or note-taking).

### **EVALUATION AND COMMUNICATION:**

When you first start work, you will naturally be exploring how you feel about working here and whether the work is right for you. We will be checking in with you informally at periodic intervals to see how it's going and if you have any concerns. At the conclusion of the first month we will schedule an evaluation to talk about the quality of your experience and if there are any issues we need to address. This evaluation will go both ways.

If, at any time, you feel you must terminate your position, we ask that you give two weeks notice (barring extreme circumstances of course). It is very important that we know if you are moving on. Our work does not wait for us to find employees, so we need all the lead time we can get.

### **WORK ENVIRONMENT:**

Adaptive Seeds is located 10 miles from Sweet Home proper, despite the Sweet Home address the closest town is Crawfordsville. Our offices are located on the farm, which is Sarah and Andrew's home. There are no housing accommodations available on the farm and there is no public transportation in the area.

We are committed to building an organization that seeks and embraces diversity, actively pursues equity, and fosters an environment of inclusion. Adaptive Seeds will provide an equal opportunity in recruitment and employment to all individuals and will consider candidates without regard to race, ethnicity, gender, religion, sexual orientation and identity, national origin, age, military or veteran status, disability or any other legally protected status; and without discrimination based on socioeconomic, marital, parental or caregiving status, or any of the previously listed characteristics or statuses.

### **BENEFITS / PERKS:**

Adaptive Seeds is committed to employee health, ensuring physical and psychological longevity and sustainability to avoid farmer burnout. To that end, we currently offer the following benefits to employees: sick pay, paid time off, paid holidays, family leave and flexible accommodations, educational opportunities, regular performance evaluations and pay raises, and an employee discount. Exact details vary based on employment status and are subject to change. Email us for further info and questions.