



*For more information about EverGreen Farm, our farming practices, ideals and goals, and other details regarding this coming CSA season, please read our 2018 CSA Sign-up Form.*

### **2018 Workshare Application & Contract:**

*The objective of this contract is to define the basic expectations and requirements for participating in our Workshare program. EverGreen Farm makes every effort to create a work environment that is pleasant, friendly, and respectful. This is a great place to come “play” in the dirt, be with fine people, and do good things for yourself and our community. By submitting this application, you agree to follow our terms as written below.*

An EverGreen Farm Workshare is someone who commits to helping us at the farm on a weekly basis throughout the season in lieu of paying for a CSA membership. Workshares play an essential role in our day-to-day farm operation. In return, we hope to provide our helpers with a uniquely gratifying experience.

**EverGreen Farm** agrees to provide our Workshares with a full season of produce as described in our 2018 CSA Sign-up paperwork (a separate document found on our website).

For those who have been with us many years, we are making a few variations to our Workshare program for 2018. Please note the following significant changes:

- Our regular work/harvest days will be Tuesday, Wednesday, and Thursday. This is subject to change on occasion to accommodate vacations. Read below for more details about our work schedule.
- We will no longer be making weekly CSA deliveries to designated pick up locations. All produce pickups will be at EverGreen Farm in Smoot. I have already heard from several people who would be willing to deliver a share to a neighbor or would like to pair up with others to take turns making the drive. I will do my best to help facilitate such arrangements, but ultimately it will be up to each CSA member to pick up their own share at the farm. Please contact Tara for more information.
- Workshares will commit to 5 hours of work per week in trade for a full share of produce.
- We are cutting back the overall size of the CSA by 30%, to a size we believe will be more manageable during our busiest times of the year. This reduction has required us to calculate very carefully how many paying members we need to cover farm expenses and how many Workshares we need to help with the work. For this reason, it is necessary to prioritize Workshare applicants. Our first need is for people who apply to be a full Workshare (in trade for a full CSA share of produce). Second priority will be to a pair of individuals who team up to be a full Workshare (for one share of produce). Then, if our Workshare positions do not fill up prior to the beginning of the season, we will consider other Workshare variations (usually partial pay + partial work arrangements). Please contact Tara if you want to be placed on a Workshare variation waiting list.

### **Expectations:**

- Workshares will participate in a variety of tasks including but not limited to the following: composting, shoveling, weeding, hoeing, thinning crops, planting, harvesting, washing produce, packaging produce, assembling shares, cleaning, etc.
- They are expected to develop some skill and speed at various jobs over the course of a season.
- Helpers must be able to perform physical labor for 5 consecutive hours (lifting, bending, kneeling, sitting, squatting, standing, carrying, pulling, etc.).
- Please be on time!
- Not picking up your CSA produce on a given week does not excuse you from putting in the required time at the farm.

- The terms for receiving a share of produce from EverGreen Farm is to give 5 hours of labor per week throughout the farm season *plus* 8 hours of preseason work by about May 1<sup>st</sup> and 8 hours of clean up work after the CSA season ends. \*Workshares will start their weekly work commitment by about May 15<sup>th</sup>, even if the food isn't quite ready to harvest for CSA shares. (See our 2018 CSA Sign-Up paperwork for more specifics about the beginning and ending dates of this coming season.)
- Time commitment: Workshare hours are 5 hours per week throughout the season. Factors such as sufficient sunlight, temperatures, workload, and food availability will determine our weekly work schedule.
- Predicting a Workshare schedule months or even weeks in advance is challenging. In general, our Workshare hours will usually be 7 am to 12 noon for as much of the season as the sunlight and temperatures permit. This is subject to change as needed – for example, we may need to delay start times when it's too cold or dark to start at 7 am, thus switching the schedule to working from 7:30 am to 12:30 pm, or 8 am to 1 pm.
- Rescheduling work for vacation or other individual matters is understandable. We try our best to balance the personal needs of our Workshares with the work schedule required to operate this farm.
- If you miss work for any reason, the hours need to be made up. This can be done by putting in time on a different day or staying longer on other shifts. Please coordinate such arrangements with as much advance notice as possible. You may also work extra hours in advance of taking time off; this needs to be discussed and approved beforehand.
- Substitute workers: It is acceptable to bring others to work with you or send someone to work in your place to fulfill your commitment; however, such arrangements need to be cleared with us ahead of time. We will only consider stand-in workers if they are able to work as described in this workshare contract. You may bring “volunteers” to help at the farm (even those with limited capabilities), but again, please check with us ahead of time.
- We will convey a general work schedule to all Workshares on a weekly basis (by email). It is your responsibility to communicate your individual plans for helping at the farm each week of the season.
- We try with great effort to schedule our projects so workers can leave on time; however, there will be times when we all need to stay just a little extra to get a job done.
- Our consistent, regular, weekly workdays will be Tuesday, Wednesday, and Thursday mornings. We will also plan farm projects on other days of the week but those days will be irregular and vary throughout the season. \*As several of our Workshares work for the school district, I take this into consideration when making up a suitable work schedule during the school year.
- Workshare shifts are typically scheduled in the mornings, starting at 7 am and hopefully ending no later than 1 pm. There are also some occasions when we need help in the afternoon or evening, but this is irregular and varies based on the weather and projects.
- Food safety is top priority! Workshares will follow all guidelines and common sense measures to ensure food is handled and packaged in a clean and sanitary manner. Frequent hand washing is absolutely necessary and please avoid the use of cell phones while handling produce!
- There will be days when the weather is less than desirable. Your help, dedication, work ethic, and flexibility are essential to us at these times! Please be dressed and prepared to work, regardless of the weather. In the event of extreme weather, we may need to reschedule our labors to another time or day.
- Bring your own drinking water, snack, gloves, hat, sunscreen, proper shoes, and outer clothing.
- Strive to do excellent work while staying focused and efficient with your time. Take pride in your work. If you are done with a task, ask what can be done next.
- EverGreen Farm welcomes thoughtful and engaging conversation. However, please be mindful of those around you and refrain from discussing subjects of a sensitive nature (religion, politics, etc.).
- Children under the age of 8 should not accompany adults to the farm while they are here to work. (Children are welcome and encouraged to visit EverGreen Farm as long as they have a responsible person watching over them at all times. Such visits should be made by appointment.)
- Older children may volunteer at the farm; however, their time spent helping will not be counted towards the adult workshare's hourly commitment.
- Older teenagers/young adults may also come on occasion to help at the farm. If they are good, solid, responsible workers, their time can be counted towards the adult workshare's hourly commitment. This will be reviewed on an individual basis.

**Please complete this page of the  
Workshare Application/Contract  
and return by email or mail to us at →**  
(This is the only page you need to submit.  
An additional CSA sign-up form is not necessary.)



Name: \_\_\_\_\_  
(Who will be the primary person fulfilling the requirements of this workshare agreement?)

Name(s): \_\_\_\_\_  
(List the names of other individuals who may also participate.)

Mailing Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Do you receive text messages at this #?    Yes    or    No

Email: \_\_\_\_\_

Do you check email on a daily basis?    Yes    or    No    (circle one)    If not, how often? \_\_\_\_\_

I agree to accept the conditions of this 2018 CSA Workshare Contract. \_\_\_\_\_ (initial)

I am physically able to perform the labors required in this Workshare Contract. \_\_\_\_\_ (initial)

I have read the 2018 CSA Membership Sign-Up Form \_\_\_\_\_ (initial)

\_\_\_\_\_ I will **NOT** be splitting this share.

\_\_\_\_\_ I am splitting a share with: \_\_\_\_\_  
Sign-up forms are needed from both parties splitting this share. The paperwork can be mailed in together or separately.

Please indicate your availability to work on the farm:

- \_\_\_\_\_ I am flexible. I can work on the farm most days or times (*except*: \_\_\_\_\_)
- \_\_\_\_\_ I would like to work on    Tuesday    Wednesday    Thursday    (circle one).
- \_\_\_\_\_ My personal schedule is not flexible. I can *only* work on \_\_\_\_\_.
- \_\_\_\_\_ Other: \_\_\_\_\_

If you have any limitations, circumstances, or other factors that may impact your ability or availability to fulfill this commitment but would still like to be considered, please explain in detail on the reverse side of this form.

I agree to accept full responsibility for myself and for all my actions while on the property of Shain & Tara Saberon and EverGreen Farm. I also agree to be completely responsible for anyone else I bring with me to the farm. I agree not to hold EverGreen Farm, Shain or Tara Saberon, or any of their agents, officers or employees responsible for any damages resulting directly or indirectly from any injuries or mishaps that may occur while performing the requirements of this workshare agreement.

I also understand and acknowledge that while performing my workshare agreement I am in no way considered an employee of EverGreen Farm and as such do not qualify for any type of employee benefits or compensation.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_