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HOW DO I LOOK FOR seasonal work?

 By contacting ANEFA services and specialist organisations.
 You will find a list of ANEFA contact details at the end of this booklet.

WHERE CAN I FIND job offers?



- On the l'agriculture recrute website: www.lagriculture-recrute.org
- In the seasonal guides available from local ANEFA branches that publish details for their department.
- Through Pôle Emploi: www.pole-emploi.fr
- On websites: Indeed, Agri Affaires, Le Bon Coin...
- On social media.
- Word of mouth works well for the agricultural sector, too!
- Look up employers' names and contact details (use the pages jaunes (Yellow Pages) app, ask at the local town hall and, of course, contact ANEFA) and get in touch with them directly to apply for work. Keeping a copy of your CV with you at all times is also a good idea!
- On wizifarm mission: https://mission.wizi.farm/

WHEN and HOW am I available?

- WHEN?
- Throughout the year because farmers hire depending on crops and the work that needs doing.
- For summer work, best to start looking from April onwards!
- Plenty of employers take on workers **mid-season** as well, so go ahead and apply!
- CHECK OUT THE SEASONAL CALENDAR at the end of this booklet to find the crop that suits you.
- You are available only FOR A SHORT PERIOD > it's perfectly possible to find seasonal work.
- WHERE can I work?
- WHAT CROPS are grown in my area?
- WHAT MEANS OF TRANSPORT do I have access to and so what distance can I easily travel?
- If you rely on **PUBLIC TRANSPORT:** be sure to check that timetables will enable you to **start work on time** and check the **itinerary** to your place of work.

WHAT PREPARATIONS do I need to make?

GETTING THERE

Check the route of your journey to and from work and allow yourself sufficient time. If you don't have a personal vehicle, your first priority should be to check out other means of transport available.

ACCOMMODATION

- If you will be working a long way from home, make sure you find reliable and comfortable accommodation. **Opt for quality in your time off, you'll appreciate it!**
- When looking for accommodation, contact nearby town halls and camp-sites.
- Organise transport to get you to and from the farm.

LIST OF DOCUMENTS THE EMPLOYER WILL REQUIRE*

proof of cover under a reputable

supplementary health insurance scheme



You are UNDER 18

Young people aged between 14 and 16 ARE ALLOWED TO WORK...

 during school holidays that last at least 7 days, as long as the young person enjoys a continuous rest period that must not be less than half of the total duration of the holidays in question,



 on light duties not likely to adversely affect their safety, health or development.

An employer in the agricultural sector is required to submit a simple declaration to the labour inspectorate (Inspection du Travail) listing the number of young people concerned, their last name, first name and age, the nature of the work they will be asked to do and the exact locations in which that work will be done.

Other specific rules applicable to young people under 18:

- Total ban or restrictions on certain occupations (list of occupations banned by the French Labour Code (Code du Travail),
- Minimum wage based on the SMIC national minimum wage, which may be lowered depending on age,
- Written consent must be obtained from the young person's legal representative,
- The hours young people are permitted to work depend on th age.

These specific rules are summarised in the table on the next page.



You are UNDER 18

SUMMARY of the specific rules applying:



Rule/ Age	Under 18	Under 16	Under 15
Maximum daily and weekly working hours	8 hours per day 35 hours per week*	7 hours per day 35 hours per week in total (all employers)	7 hours per day 32 hours per week in total (all employers)
Breaks	A break of at least 30 minutes every 4.5 hours of work maximum		
Daily rest period	At least 12 consecutive hours	At least 14 consecutive hours	
Weekly rest period	At least 2 consecutive days Sunday working is not permitted for under 16s		
Working statutory holidays	Not permitted		
Night working	Not permitted between 9pm and 6am		

* The Labour Inspectorate may grant special exemptions.



USE YOUR NETWORK!

- Ask around your FRIENDS
- Ask ADULTS (family members, extra-curricular activities teachers, parents' colleagues, etc.)
- The MORE people know you are looking for a summer job, the BETTER your chances of finding one!
- SEARCH AS A GROUP!

YOUR EMPLOYMENT CONTRACT

- Your employment contract is a seasonal contract the main feature of which is that it is for a fixed term.
- The contract is a binding **undertaking** between you and the employer.

It may be:

- For a stipulated term (you know the date on which your contract ends)
- For an unstipulated term (it provides for a minimum duration and ends when the work is completed)
- Renewed on the same wages (under certain conditions)



CONTRAT

/ENDANGES

WHAT IS THE "TESA"?

The **Titre Emploi Simplifié Agricole** or TESA is a document introduced to simplify the formalities for hiring seasonal agricultural workers by **using a single declaration to cover several different formalities**.

The TESA is used to draw up the mandatory declarations to be submitted to the MSA, the employment contract on hiring, employee payslips and the Pôle Emploi certificate when the contract comes to an end.

If you are a salaried private or public sector employee, including during your paid holiday entitlement, for up to one month, and would like to work on preparing for the grape harvest, grape-picking and postharvest equipment storage... There is a way!

A specific contract exists for just that purpose, known as the grape-picking contract or **"CONTRAT VENDANGES".**

YOUR SEASONAL EMPLOYMENT CONTRACT

In order to beVALID, yourcontract must be:



205

WORKING HOURS

for a seasonal worker aged 18 and over



https://travail-emploi.gouv.fr/droit-du-travail/les-contrats-de-travail/article/le-travail-saisonnier

maximum period of 4 months

GETTING STARTED

DON'T BE AFRAID TO ASK QUESTIONS:

- Your employer or your team leader are there to provide you with information, answer your questions and provide you with training. Don't be afraid to ask them questions.
- Remember that your employer cares about your integration and your motivation: this seasonal job
 might lead to you being taken on again by the same employer next year, and might even lead to a more
 extended contract.
- Check with your employer if there are rules on using smartphones and earphones while working.

YOUR PAYSLIP

When paying your wages, your employer must also provide you with a payslip.

These are the main details that the payslip must contain:

- Your last name and first name.
- The period of employment to which your wages correspond.
- The number of hours worked ato which your wages correspond.
- The amount of your wages, both gross (i.e. before deduction of social security contributions) and net (after any PAYE tax deductions, where applicable).



It is **important** to keep this payslip safely **throughout your** working career as proof of your entitlements.

WHAT WILL I NEED?

- Your lunch and drinks.
- Appropriate clothing for the weather and the work you will be doing
- Your detailed route to work, to ensure you arrive on time.
- · Drinking water will be supplied by your employer while you are working.
- You need a **special authorisation** from your employer in order to **operate certain machinery**, for which you might need to undergo training.

HEALTH & SAFETY AT WORK

• To avoid any risk of accident, it is important to follow the safety instructions you are given. Your employer will also inform you of any special safety rules specific to the business.

• When your employer provides you with personal protective equipment, **you must wear it**. This equipment may consist of a helmet, boots, tunic, gloves, etc.

For the same reason, working while under the influence of alcohol or drugs is absolutely **FORBIDDEN** because it puts your safety and that of other workers at risk.

Hygiene rules MUST BE FOLLOWED: wash hands, do not eat while working, remove items of jewellery.

In order to work under optimum conditions, there are SOME BASIC SAFETY RULES YOU NEED TO KNOW:



In the event of an accident:

- Turn off the machine
- Inform your employer or your line manager
- Call the emergency services



• Do not move the injured person

How can you help:

- Protect yourself and protect others if the risk is still present
- Protect the victim to avoid making their injuries worse
- Call, or have someone call, the emergency services immediately: SAMU, fire brigade
- Ask if anyone present has a First Aid certificate

Right of withdrawal:

• Right of withdrawal:

If you believe that your working situation poses an immediate risk to your life or health or if you find the protection systems inadequate, you have **the right to withdraw** from your working situation and to **notify** your employer or their representative accordingly. You cannot be penalised or have any of your wages withheld as a result of doing so.

• Preventive occupational medical check-up for seasonal workers:

- On recruitment, you must undergo a medical check-up.
- For contracts of less than 45 days, however, you can ask for a personalised **medical check-up** with an MSA doctor
- This check-up takes place outside your effective working hours.

What if I can't work due to illness or accident?

1 If you are ill or have suffered an accident:

- Notify your employer
- Send the corresponding doctor's note to your employer within 48 hours
- Forward the doctor's note to the MSA (unless the doctor transmits it to the MSA by electronic means).
- **2** For your first payment of sickness benefits: you must supply the MSA with your exact address: you may also need to send them a copy of your payslips and of your bank details (RIB).
- 3 If you have suffered a workplace accident, you will not be asked to advance the cost of your medical expenses.

Your entitlement to social security benefits:

Any entitlements you qualify for in the agricultural sector (to vocational training or unemployment benefits) are recognised in all other sectors, just as any entitlements you have acquired in other sectors are valid in the agricultural sector.

Your entitlement to social security benefits:

 Working in the agricultural sector entitles you to social security benefits, paid via the Mutualité Sociale Agricole scheme, in the event of sickness, maternity or workplace accident, and to family allowance and pension rights.

When you are off work through sickness or accident, the MSA may **pay you sick pay** depending on the length of time you are off work and the number of hours you previously worked.

Supplementary welfare benefits:

In addition to the benefits paid by the Mutualit é Sociale Agricole, you are also entitled to supplementary benefits.

- You pay contributions entitling you to supplementary pension rights and possibly to supplementary death & disability benefits.
- Your pension and supplementary benefits funds may also be able to provide you with financial assistance as part of their welfare services.

AGRICA, MALAKOFF HUMANIS, ANIPS and MUTEX Union are the principal points of contact for agricultural sector workers as regards:

- supplementary pension in addition to the basic pension scheme managed by the MSA,
- supplementary death & disability and health insurance: in the event of death, incapacity for work, supplementary health cover, etc.
- welfare: assistance for widows and orphans, families, the unemployed, students, etc.

Complementary health cover:

- Should you fall ill or suffer a non-work-related accident, your healthcare expenses are generally partially reimbursed by the social security system.
- You will be **reimbursed** a mandatory minimum of the **remainder** of these common medical expenses under supplementary health insurance taken out by the employer on behalf of each worker. The employer pays at least 50% of the cost of this supplementary health cover.
- Workers are required to sign up for this scheme, unless exempted under the terms of the agreement establishing the supplementary health cover scheme in the business. They are also entitled to reimbursement without contributing during a period of unemployment following on from their seasonal employment, for a period at least as long as their period of employment.
- Workers on fixed-term contracts of under 3 months may be entitled to a "health payment" indemnity in lieu of supplementary health cover.

Mutualité Sociale Agricole



The MSA is responsible for the prevention of occupational risks associated with agricultural work and, more broadly, with the working conditions of its members (agricultural workers, operators, heads of businesses). It supports initiatives in the fields of prevention, training and information and conducts studies to assess occupational risks.

CONTACT the Health & Safety in Agricultural Work department Of your MSA fund or visit www.ssa.msa.fr

YOUR RIGHTS

Entitlement to training

AS A WORKER, YOU ARE ENTITLED TO >

• career development advice:

This is a **free**, **personalised** support system available to any worker wishing to take stock of their professional situation. It can be used, for example, to **draw up a career development plan** (retraining, business takeover or start-up, etc.). The service is provided by advisers from approved organisations.

• career guidance:

The ONISEP website provides certain information on occupations and training, as does the Regional Council.

• vocational training:

During working hours, you may be required to **undergo training** as part of the company training plan or of certain schemes, either by agreement with your employer or on your own initiative.



The personal training account (CPF) contains details of:

• the rights accrued by the worker throughout their working life and up to retirement, and the training opportunities to which each worker is individually entitled.

These training opportunities include:

- training leading to a qualification (diploma, professional title, etc.)
- acquisition of a knowledge and skills base
- support in achieving accreditation of prior experiential learning
- a professional skills assessment
- how to start up or take over a business

You can use the CPF to finance learning to drive (theoretical and practical lessons in preparation for the driving test).

You can access your personal training account online.

> For any information on vocational training, please contact:

ANEFA (Association Nationale pour l'Emploi et la Formation en Agriculture): www.anefa.org OCAPIAT: www.ocapiat.fr 1

Entitlement to benefits

- If you are a **jobseeker** and receiving **unemployment benefit**, part of this benefit can be **combined** with the wages received during your seasonal work (capped at your previous gross wages).
- The minimum period of paid employment (or period of affiliation) required to qualify for unemployment benefit is **6 out of the last 24 months**.
- The periods for which benefits are paid **may not exceed the periods of affiliation to the unemployment benefit scheme** (and are limited to 24 months, or 36 months if the recipient is over 53).
- > For further details, call **Pôle Emploi on 39 49** or visit the **www.pole-emploi.fr** website.

Who qualifies for RSA?

RSA (Revenu de Solidarit é Active) income support is available (under certain conditions) to those aged **over 25** earning less than a guaranteed income.

> If you are in this situation, please contact:

- your MSA fund if you are already registered with the MSA or have already signed your seasonal employment contract.
- Your family allowance fund (Caisse d'Allocations Familiales) if you were not affiliated to the MSA prior to being hired.

Employment bonus

Workers on low incomes may also be eligible for the "prime d'activité" employment bonus.

- > If you are in this situation, please contact:
- your MSA fund if you are already registered with the MSA or have already signed your seasonal employment contract.
- Your family allowance fund (Caisse d'Allocations Familiales) if you were not affiliated to the MSA prior to being hired.

Please note: if you are already receiving RSA income support, you do not need to apply separately for the employment bonus; it will be paid to you automatically.





CONTACTS GUIDE

Regions	Departments	Structure	E-mail	Telephone
	AURA		mremond@frsea-aura.fr	04 73 28 77 80
	Ain		cblaizoud@ma01.fr	04 74 45 56 91
	Allier		nathalie.mallot.fnsea03@gmail.com	04 70 44 49 48
	Ardèche		fdsea-07.juridique@wanadoo.fr	04 75 64 60 62
	Cantal		marion.missaoui@reseaufnsea.fr marie.lacombe@reseaufnsea.fr	04 71 45 56 20 04 71 45 56 30
	Drôme		adefa-drome@anefa.org	04 75 56 94 06
Auvergne- Rhône-Alpes	Haute-Loire		p.breyton@fdsea42.fr	04 77 92 24 66
	Haute-Savoie			
	lsere		claudine.niedermeyer@agriem- ploi38.com	04 76 20 67 34
	Loire		poleemploiagricole43@gmail.com	04 71 05 89 98
	Puy de Dome		marion.missaoui@reseaufnsea.fr	04 73 44 45 15
	Savoie		agriemploi73@gmail.com	04 79 33 82 41
	Rhône		n.roulland@fdsea69.fr	04 78 19 62 00
	Côte d'Or	ANEFA Côte d'Or	Cote-dor@anefa.org	03 80 68 67 67
	Doubs	ANEFA Doubs	doubs@anefa.org	03 81 65 52 63
	Haute Saône	ANEFA Haute Saône	Emploi-haute-saone@anefa.org	03 84 77 14 29
	Jura	ANEFA Jura	jura@anefa.org	03 84 35 14 51
Bourgogne- Franche-Comté	Nièvre	ANEFA Nièvre	nievre@anefa.org	03 86 93 40 94
	Saone et Loire	ANEFA Saone et Loire	Saone-et-loire@anefa.org	03 85 29 56 40
	Territoire de Belfort	ANEFA Territoire de Belfort	Emploi-territoire-belfort@anefa.org	03 84 22 45 45
	Yonne	ANEFA Yonne	yonne@anefa.org	03 86 49 48 16
Bretagne	Côte d'Armor	ANEFA Côtes d'Armor	aef22@anefa.org	02 96 79 22 40
	Finistère	ANEFA Finistère Antenne de Morlaix	emploimorlaix@anefa.org	02 98 29 12 60
	Finistère	ANEFA Finistère Antenne de Quimper	emploiquimper@anefa.org	02 98 64 67 96
	Ille et Vilaine	ANEFA Ille et Vilaine	emploi35@anefa.org	02 23 48 29 45
	Morbihan	ANEFA Morbihan	emploi56@anefa.org	02 97 46 22 14



Regions	Departments	Structure	E-mail	Telephone
	Cher	ANEFA Centre Val	emploi-centre@anefa.org	02 38 71 95 53
	Eure-et-Loir	de Loire for the whole region		
Centre-Val de	Indre	For the Loir et Cher: TransVaLoire Espace saisonnier Drop-in service	transvaloire@orange.fr	02 54 51 94 90
Loire	Indre-et-Loire			
	Loiret			
	Loir-et-Cher	every Wednesday morning 9am to midday		
	Ardennes	FDSEA 08	service.emploi@fdsea08.fr	03 24 58 36 95
	Aube	FDSEA 10	julie.joudrain@fdsea10.fr	03 25 82 62 10
	Bas-Rhin	ANEFA Alsace	emploi-alsace@anefa.org	03 88 19 17 67
	Bas-Rhin	Association des Viticulteurs d'Alsace		03 89 20 16 50
	Haute-Marne	FDSEA 52	emploi-haute-marne@anefa.org	03 25 35 03 70
	Haut-Rhin	ANEFA Alsace	emploi-alsace@anefa.org	03 88 19 17 67
Grand-Est	Haut-Rhin	Association des Viticulteurs d'Alsace		03 89 20 16 50
	Marne	FDSEA 51	bvasset@fdsea51.fr	06 71 71 32 80
	Meurthe-et-Moselle	Service de Remplacement	emploi-meurthe-et-moselle @anefa.org	03 54 51 20 28
	Meurthe-et-Moselle	Chambre d'agriculture		03 83 93 34 10
	Meuse	ANEFA Meuse	adefa-meuse@anefa.org	03 29 83 30 46
	Moselle	FDSEA 57	anefa-moselle@anefa.org	03 87 66 12 82
	Vosges	FDSEA 88	emploi@fdsea88.fr	03 29 33 16 11

Regions	Departments	Structure	E-mail	Telephone
	Aisne			
Hauts de France	Nord	FDSEA 59	gseneschal@fdsea59.fr	03 27 09 19 26
	Oise	FDSEA 60	anais.camus@fdsea60.fr	03 44 11 44 89
	Pas-de-Calais	FDSEA 62	cbonczyk@fdsea62.fr	03 21 60 57 13
	Somme			
	Seine-et-Marne			
	Essonne			
	Yvelines			
lle de France	Val d'Oise		celia.prudent@reseaufnsea.fr	06 27 82 47 23
	Hauts-de-Seine			
	Val-de-Marne			
	Seine-Saint-Denis			
	Calvados			09 73 03 32 00
	Eure	ANEFA Normandie	emploinormandie@anefa.org	
Normandie	Manche			
	Orne			
	Seine-Maritime			
	Charente	ANEFA Charente	charente@anefa.org	05 45 61 90 37
	Charente-Maritime	ANEFA Poitou-Maritime	poitoumaritime@anefa.org	05 49 44 75 25
	Creuse	ANEFA Limousin	anefa-limousin@anefa.org	05 55 10 38 11
	Correze	ANEFA Limousin	anefa-limousin@anefa.org	05 55 10 38 11
	Deux-Sèvres	ANEFAPoitou-Maritime	poitoumaritime@anefa.org	05 49 44 75 25
Nouvelle-	Dordogne	ANEFA Dordogne	anefa-dordogne@anefa.org	05 53 35 88 52
Aquitaine	Gironde	ANEFA Gironde	gironde@anefa.org	05 56 52 84 09
	Haute-Vienne	ANEFA Limousin	anefa-limousin@anefa.org	05 55 10 38 11
	Landes	ANEFA Landes	landes@anefa.org	05 58 85 44 23
	Lot-et-Garonne	ANEFA Dordogne	anefa-dordogne@anefa.org	05 53 35 88 52
	Pyrénées- Atlantiques	ANEFA Pyrénées-Atlantiques	anefa64@anefa.org	05 59 30 80 59
	Vienne	ANEFA Poitou-Maritime	poitoumaritime@anefa.org	05 49 44 75 25

Regions	Departments	Structure	E-mail	Telephone
Pays de la Loire	Loire-Atlantique	ANEFA Loire-Atlantique	anefa44@anefa.org	02 53 46 60 17
	Maine-et-Loire	ANEFA Maine-et-Loire	recrutement@elioreso.com	02 49 18 78 00
	Mayenne	ANEFA Mayenne	anefa53@anefa.org	02 43 67 37 31
	Sarthe	ANEFA Sarthe	anefa72@anefa.org	02 43 43 68 86
	Vendée	ANEFA Vendée	anefa85@anefa.org	02 51 36 81 07
	Alpes de Haute-Provence	FDSEA 04	m.barbanfdsea05.04@gmail.com	06 07 38 18 61
	Alpes-Maritime	FDSEA 06	amandineroussel@fdsea06.fr	04 93 21 50 67
Provence-Alpes	Bouches-du-Rhône	APEA 13	apea.13@wanadoo.fr	04 90 92 44 90
Côte d'Azur	Hautes-Alpes	FDSEA 05	m.barbanfdsea05.04@gmail.com	06 07 38 18 61
	Var	FDSEA 83	fdsea83@gmail.com	07 86 43 67 10
	Vaucluse	ADPEA 84	adpea@fdsea84.fr	04 90 84 32 57
	Ariège	FDSEA Ariège	fdsea09@reseaufnsea.fr	05 61 02 14 26
	Aude	FDSEA Aude	emploi-11@anefa.org	04 68 23 91 43
	Aveyron	FDSEA Aveyron	fdsea.secretariat@fdsea12.fr	05 65 73 77 95
	Gard	ANEFA Gard	emploi-30@anefa.org	04 66 36 12 62
	Gers	FDSEA Gers	emploi-32@anefa.org	05 62 61 79 40
	Haute-Garonne	FDSEA Haute-Garonne	fdsea31@gmail.com	05 61 10 43 68
Occitanie	Haute-Pyrénées	ANEFA Haute-Pyrénées	emploi-65@anefa.org	05 62 34 57 34
	Hérault	FDSEA Hérault	emploi-34@anefa.org	04 67 92 23 54
	Lot	ANEFA Lot	emploi-46@anefa.org	05 65 23 22 15
	Lozère	FDSEA Lozère	fdsea.48@wanadoo.fr	04 66 65 08 60
	Pyrénées-Orientales	FDSEA Pyrénées-Orientales	emploi-66@anefa.org	04 68 51 39 11
	Tarn	ANEFA Tarn	emploi-81@anefa.org	05 63 48 83 60
	Tarn-et-Garonne	ANEFA Tarn-et-Garonne	emploi-82@anefa.org	05 63 63 91 22

EVERY SECTOR HAS ITS SEASON!



FRUITS

Apples, pears, apricots, peaches & nectarines, plums (mirabelles, damsons, Ente plums), berries, table grapes, kiwis, olives, clementines, walnuts and chestnuts

PRUNING - THINNING - PICKING - TRAINING - LEAF STRIPPING - BENDING



VEGETABLES

Endives, tomatoes, melons, early potatoes, haricot beans (Paimpol and Tarbes varieties), asparagus, cabbages, artichokes and broccoli, carrots, turnips and celery, lettuces, leeks, garlic, shallots, onions, cucumbers, gherkins, bell peppers, aubergines and courgettes

PLANTING - CUTTING - HARVESTING - UPKEEP - LIFTING - FORCING - PRUNING -**LEAF STRIPPING - PACKING**







Cereals, feed crops, ware potatoes, hops, beetroot, seed maize, tobacco

TRELLISING - HAYMAKING - HARVESTING - SILAGE - SORTING AND **PACKING - MANUAL WEEDING - CASTRATION - PICKING**

VINE-GROWING





OYSTER FARMING

Oysters

Vines

TIDE BEDS – SORTING & PACKING



CALENDAR of main seasonal jobs:



http://www.anefa.org/sites/default/files/calendrier_des_saisons_anefa2019.JPG



MAP of contacts by region:

http://www.anefa.org/emplois-saisonniers



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