



Position Title: Garden Educator

Position Reports to: Edible Schoolyard Program Manager

Employment Status: Seasonal Part-time (August 2015-June 2016)

FLSA Status: Non-exempt

About Grow Pittsburgh:

Grow Pittsburgh is an urban agriculture non-profit. Our mission is to teach people how to grow food and promote the benefits gardens bring to our neighborhoods. We believe access to locally grown, chemical-free fruits and vegetables is a right, not a privilege. We envision the day when everyone in our city and region grows and eats fresh, local and healthy food.

Summary of Position:

Grow Pittsburgh's Edible Schoolyard (ESY) Pittsburgh provides garden-based programming to five Pittsburgh elementary schools through our Flagship School program. Garden Educators are the driving force of programming at these schools. They plan, schedule, execute, and document weekly in-school lessons and occasional school-based events. The position requires strong interpersonal skills and a passion for food education, as Garden Educators interact daily with students, teachers, parents, administrators, and the community. Throughout the year, Grow Pittsburgh provides training, lesson plans, supplies, and continuing support for the Garden Educator. This is a seasonal, part-time position at 30 hours per week from late August 2015 through mid June 2016.

Responsibilities:

- Teach elementary students at our Pittsburgh Colfax ESY partner school how to grow and prepare food through weekly garden-based lessons in the school's Edible Schoolyard garden
- Lead indoor cooking classes with Colfax students during winter months
- Publicize and execute events such as school garden celebrations, garden workdays, and chef/farmer visits with support from Program Manager
- Schedule lessons with teachers and reschedule in the event of cancellation
- Meet regularly with teachers to ensure that lessons are meeting the needs of students and successfully connecting to classroom curriculum
- Coordinate volunteers for assistance with classes, school events and special projects
- Work independently to complete miscellaneous garden tasks
- Deliver supplies to schools for classroom and garden use
- Ensure that all garden and kitchen equipment is cleaned, stored, and maintained
- Coordinate the distribution of garden produce to classrooms, parents and other outlets
- Maintain communication with parents and school community through email, electronic newsletters, parent-teaching meeting attendance and social media
- Document student and community engagement
- Manage student data (waivers, surveys etc) collection for internal evaluation and review
- Participate in ESY team meetings and social justice education conversations
- Attend Grow Pittsburgh staff meetings, Colfax grade level planning meetings, school functions, and relevant community events
- Manage time well to ensure all required classes and tasks are completed within allotted hours

Qualifications and Skills:

- Ability to establish rapport and develop strong relationships with a diverse group of people, including youth, teachers, school administrators, community leaders, and managers from nonprofit organizations and local institutions
- Ability to teach garden concepts (experience teaching young students highly desirable)
- Gardening and cooking experience (highly desirable)
- Excellent communication skills, including writing and public presentation skills with both youth and adults
- Excellent planning and organizational skills, including the ability to plan events and organize workers
- Ability to adapt to changing conditions (e.g. weather, unruly students, cancellations)
- Ability to transport materials between the Grow Pittsburgh office and Colfax Elementary daily (reliable personal transportation highly preferred)
- Proficiency with social media, MS Office Suite and Google Drive preferred

Hourly Rate: \$14 per hour

Benefits: Generous medical, dental and vision health benefits, mileage reimbursement, cell phone stipend, a paid birthday vacation day and a professional development budget.

Grow Pittsburgh is an equal opportunity employer, and does not discriminate based on race, color, religion, sex, sexual orientation, national origin, age, disability or belief. We encourage a diversity of candidates to apply for all positions.

Must submit current Pennsylvania child abuse clearances (Act 33, Act 34) and FBI Act 114 clearance prior to employment.

Qualified candidates should submit a resume and cover letter to Maria Bowman, Edible Schoolyard Program Manager, at maria@growpittsburgh.org no later than 5:00pm on July 1st, 2015. Please title the subject line of the email: "Garden Educator Application".