



## **Job Announcement**

**Position Title:** Garden Educator

**Position Reports to:** Director of Educational Programming

**Employment Status:** Full-time

**FLSA Status:** 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 gardening brings 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 School Garden Program provides garden-based programming to schools across the Pittsburgh region. We aim to teach students to grow, cook and eat fresh food while celebrating the cultures and experiences of our students and our city. Schools receive direct support over two years with garden builds and supplies, teaching support, teacher training and garden oversight. After two years, schools are able to take over leadership in running a sustainable school specific program with limited Grow Pittsburgh involvement.

Garden Educators are the driving force of programming and work directly with school students, teachers and parents to build and support these unique school garden programs. They plan, schedule, execute, and document in-school lessons, teacher trainings, garden maintenance schedules and occasional school-based events. The position requires strong interpersonal skills, as Garden Educators interact daily with teachers, parents, administrators, and the public.

### **Responsibilities:**

#### **Programmatic:**

##### School-Based Responsibilities:

- Deliver and support garden programming at up to 8 schools in the Pittsburgh region.
- Teach elementary and middle school age students how to grow and prepare food, and

- better understand the natural world through direct teaching in the Spring and Fall.
- Support teachers in maintaining the gardens as well as offering independent lessons between more occasional Grow Pittsburgh visits.
  - Help organize and facilitate regional teacher trainings and networking events
  - Collaborate with teachers and parents to publicize and execute events such as school garden celebrations, garden workdays, and chef/farmer visits
  - Communicate regularly with teachers to ensure that lessons are meeting the needs of students and successfully connecting to classroom curriculum
  - Deliver supplies to schools for classroom and garden use
  - Coordinate the distribution of garden produce to classrooms and other outlets
  - Conduct regular evaluations and adapt programming according to findings
  - Attend grade level planning meetings, school functions, and relevant community events

Office-Based Responsibilities:

- Maintain communication with teachers, parents and school community through email, electronic newsletters, and social media
- Document student and community involvement
- Manage student data (waivers, surveys, etc) collection for internal evaluation and review
- Attend staff meetings and education team meetings and contribute to a positive work culture
- Help in the recruitment and selection of new schools

**Qualifications & Skills:**

- Experience working with students aged K-8 in classroom and/or experiential education setting
- Ability to demonstrate basic gardening and cooking tasks
- 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.
- Good communication skills, including writing and public presentation skills with both youth and adults
- Excellent planning and organizational skills, including the ability to manage multiple schools and stakeholder needs and requests
- Ability to transport materials throughout Pittsburgh daily (access to an automobile highly desirable)
- Passion for Grow Pittsburgh's Mission, Vision and Values
- Experience with social justice education topics preferred
- Ability to adapt to changing conditions (e.g. weather, unruly students, cancellations)
- Ability to do physical and labor intensive work in all weather conditions for up to 4 hours.
- Ability to lift and carry 30 pounds
- Must also be comfortable driving the company vehicle as needed for large purchases and deliveries
- Must attain Pennsylvania child abuse clearances
- Proficiency with social media, Powerpoint, Google Drive, Excel, and Wordpress a plus

**Benefits:**

Competitive Salary. Great benefits package, including health, vision and dental coverage.

**Equal Opportunity Employer:**

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

**To Apply:**

Qualified candidates should submit their resume and cover letter to Jake Seltman (jake@growpittsburgh.org), Director of Educational Programming no later than July 14, 2016. In your email title please list **Garden Educator Application**.