



**Position:** Greenhouse and Shiloh Farm Production and Outreach Apprentice

**Position Report to:** Greenhouse and Shiloh Farm Manager

**Deadline to Apply:** Monday, January 20, 2014

**Organization Description:**

Grow Pittsburgh was established in 2005. The organization incorporated as a nonprofit organization in 2008 after four successful programs had been established: *Braddock Farms*, a social enterprise that raises vegetables for local restaurants and provides jobs and locally grown food for Braddock residents; *The Edible Schoolyard*, an elementary school gardening program that uses the seed to table model to educate children about where their food comes from through physical gardens; *The Frick Project*, a greenhouse and garden operation that grows plant starts for local garden initiatives as well as produce for restaurant sales; and *The Urban Farmers in Training (UFIT)* program that uses agriculture as a platform for leadership skill development and environmental education. In 2010, the organization launched *City Growers*. This initiative is meant to encourage community vegetable gardening by providing technical assistance in the set up of gardens on vacant land in the city.

**Summary of Position:**

For the 2014 growing season Grow Pittsburgh is seeking an apprentice for our sites at The Frick Art & Historical Center Greenhouse and Shiloh Farm. The apprentice will learn varied aspects of vegetable and seedling production, contribute to produce marketing through various outlets, and help to develop on-site educational programming.

**Hours and Compensation:** The apprentice will work an average of 25 hours per week with flexibility to occasionally work late and on weekends. Compensation: \$10/hour

**Duration:** April 21, 2014 to October 31, 2014

**Key Areas of Responsibilities:**

The apprentice will work directly with Greenhouse & Shiloh Farm Manager Cassandra Morgan to experience many aspects of small-scale, sustainable, urban produce and seedling production. The apprentice will help plan for and execute the weekly sales of seedlings and produce through various outlets including restaurants, a local farm cooperative, weekly farm stands and a small weekly CSA. The apprentice will also help to develop and implement educational programs and materials at each site. Throughout the season the apprentice can expect to experience the following:

**Production:**

- Seeding, potting and transplanting herbs and vegetables in the greenhouse and gardens
- Watering seedlings and crops, both manually and with irrigation systems
- Prepping outdoor beds for spring, summer and fall planting
- Utilizing compost, mulch and other organic amendments to improve soil fertility
- Identifying and controlling pests and diseases using organic methods
- Weeding and cultivating

**Educational Programming:**

- Work with Frick Art and Historical Center staff to organize and execute tours of the greenhouse and garden for visitors and school groups
- Develop educational signage for crops in the greenhouse and garden
- Organize educational opportunities and materials for CSA members at Shiloh Farm
- Manage volunteer groups or individuals

**Marketing:**

- Harvesting, washing and packaging produce for sales through farm stands, CSA, Penns Corner Farm Alliance, and direct restaurant sales
- Developing and distributing marketing materials to advertise weekly farm stands in the surrounding neighborhoods of North Point Breeze and Homewood
- Marketing produce both at weekly farm stands and special events – Special events include May Market at Phipps Conservatory, First Fridays at The Frick, and various others throughout the season
- Keeping detailed records & maintaining communication with Grow Pittsburgh Manager
- Interacting with the public on a daily basis

\*Please refer to the end of the announcement for a list of skills the apprentice can expect to learn.

**Qualifications:**

- Strong interest in sustainable and organic agriculture, vegetable gardening, and urban farming. Previous growing experience is not required
- Experience with marketing or education is preferred
- Self-motivated, strong work ethic and punctual
- Ability to follow instructions, follow through on details, and work efficiently
- Willingness to work in a greenhouse, outdoor gardens and indoors in an office setting
- Able to work for extended periods in a hot and humid environment, as well as in inclement weather that occurs with the seasons
- Out-going, friendly and able to interact with visitors on a daily basis.
- Access to a car is required for doing deliveries, attending events and traveling between sites

**To Apply:**

Interested applicants should email a cover letter and resume to Cassandra Morgan at: [cassandra@growpittsburgh.org](mailto:cassandra@growpittsburgh.org). In your email subject line please state: “Greenhouse and Shiloh Farm Production and Outreach Apprentice.”

For more information about Grow Pittsburgh and our other projects visit:

[www.growpittsburgh.org](http://www.growpittsburgh.org)

## **Skills the Apprentice Can Expect to Learn**

### *Planning*

- Seed selection and estimation of quantity needed
- Crop rotation
- Soil test interpretation

### *Soil Building*

- Creating and using compost
- Adding amendments
- Mulching
- Cover cropping

### *Planting*

- Bed preparation
- Direct-seeding techniques
- Transplanting techniques
- Seeding for Transplants
- Propagation from cuttings
- Understanding and following seeding schedules
- Succession planting

### *Crop Maintenance*

- Weed ID and weeding tactics
- Cultivation
- Watering and irrigation
- Trellising
- Fertilizing
- Pruning and dividing perennial crops
- Crop management based on growing conditions
- Correct tool and equipment usage and maintenance
- Season extension practices

### *Pests, Beneficials, & Disease*

- Common vegetable pest and beneficial insect ID
- Common vegetable disease ID
- Control of pests and disease through organic management techniques

### *Harvesting and Processing*

- How and when to harvest
- GP produce specifications, including processing and packaging guidelines

### *Marketing*

- understand general marketing techniques used to distribute farm produce through:
  - Farm Stand: direct to customer
  - CSA: direct to customer
  - Penn's Corner Farm Alliance: restaurant and individual customer sales through a farm cooperative
  - Direct to restaurant
- Direct interaction with customers and restaurants

### *Record-Keeping and Evaluation*

- Day to day, on-farm record keeping
- Seed inventory
- End of season variety evaluation

### *General*

- Understanding of main tenets of organic farming
- Comprehension of key vocabulary terms
- Awareness of current organic growing philosophies

