CommunityGrows
Garden Educator & Site Manager
Job Description

About Us:

CommunityGrows cultivates healthy youth through growing gardens in low-income, diverse communities. We are an environmental education non-profit serving high-needs youth, especially those living in public housing in San Francisco. Youth acquire the necessary skills to live a healthy life through garden education, nutritious cooking and eating, and green jobs training. We are based in the Western Addition and partner with three elementary schools and numerous youth-serving organizations to meet our mission.

Our environmental education program educates students to high academic and social emotional learning standards. We use hands-on science curriculum and exploration to foster knowledge of, and respect for, the environment and inspire a sense of wonder about the natural world. We integrate our school curriculum into grade-level science standards and support the teachers' classroom curriculum. Our after-school and summer programming is designed in light of out-of-school (OST) time best practices and in consultation with community partners to best meet their learning objectives.

Description:

The Garden Educator & Site Manager manages the in-school environmental education program at one of our primary Western Addition sites and is responsible for teaching and planning 8-10 one-hour garden and/or nutrition education classes a week. As Site Manager, s/he will be responsible for managing two on-site gardens and supervising an assistant, interns and volunteers. Successful candidates will have a demonstrable track record of working effectively in diverse, low-income communities.

This is a full-time position. ***Please apply by June 8th***.

Responsibilities:

- Provide a safe, secure space for students to share, learn and grow
- Plan lessons and curriculum for the garden using the Next Generation Science Standards and OST best practices
- Work with teachers to set up garden class schedules for the fall and spring school year
- Collaborate with teachers to create dynamic curriculum that suits different age groups
- Teach six classes per week at Rosa Parks Elementary School and oversee garden maintenance
- Oversee garden maintenance. Tasks include: sweep up cement walk ways, rake garden pathways, pick up trash in garden, weed throughout the garden, water raised beds, water potted plants, water and maintain compost system, harvest ripe

fruits, vegetables, herbs, turn on drip irrigation system if garden seems dry; chicken care - check water for chickens, replenish chicken food, feed chickens weeds and other garden snacks, clean coop, gather fresh eggs.
- Maintain rainwater catchment system, including keeping gutters free of debris and flushing the tank
- Keep track of tools and maintain gardens sheds
- Create garden maintenance schedules
- Maintain and utilize greenhouse - planting starts with students and making sure that all tools are accounted for
- Meet with the Rosa Parks Green Team (a subset of the PTA), every other week during the school year to provide program and organizational updates
- Serve as point of contact to the Green Team, the teachers, principal and parents of the school
- Communicate with parents and families as needed.
- Support the Rosa Parks Assistant Gardener, offering guidance and program assistance when needed
- Assist in the maintenance and stewardship of partner gardens
- Support all CG programs, including assisting with classes and creating curriculum
- Teach 2-3 additional afterschool garden or cooking classes a week
- Communicate clearly with all CommunityGrows staff on a weekly basis
- Maintain positive relationships with parents, families, students and school faculty/staff.
- Assist with outreach to the community and volunteers
- Represent ComunityGrows and advocate for the Garden Program with school administrators and staff.
- Supervise volunteers and interns who assist you in teaching classes and with garden maintenance
- Model positive and proactive attitudes, behaviors and language with students
- Keep accurate attendance records and evaluations of classes and curriculum taught and share results with teachers
- Support CommunityGrows general activities and operations

<u>Required Qualifications:</u>
- Prefer candidate with Early Childhood K-5 Education degree
- At least one (1) year teaching experience, especially with youth ages 5-12.
- Experience with garden management and garden education curriculum.
- Excellent classroom management skills.
- Significant experience working in multicultural communities of color.
- Strong organizational skills and the ability to work independently and take initiative.
- Good writing skills and computer proficiency.
- Strong collaboration, mediation, and team-building skills.
- Familiarity with theories of environmental justice; knowledge of environmental principles and issues.

Desired Qualifications:

- BA in Early Childhood K-5 Education or similar field
- Experience or educational background in nutrition and health or an environmentally-related field
- Spanish and/or Japanese Bi-lingual
- Experience living and/or working in the Western Addition.
- Experience supervising and managing volunteers/interns

Physical Demands:

- Able to navigate multiple sets of steps
- Bend, stoop, kneel, sit and/or stand for extended periods of time
- Able to lift up to 50 lbs.

Work Environment:

- Must be able to navigate local travel
- Must be able to work outdoors in different and sometimes inclement weather conditions
- Must be able to teach in a garden setting, which may be dusty or dirty, or have slippery surfaces

CommunityGrows, a project of Tides Center, is an equal opportunity employer. We strongly encourage and seek applications from women, people of color, including bilingual and bicultural individuals, as well as members of the lesbian, gay, bisexual, and transgender communities. Applicants shall not be discriminated against because of race, religion, sex, national origin, ethnicity, age, disability, political affiliation, sexual orientation, gender identity, color, marital status, medical condition (cancer-related) or conditions Acquired Immune Deficiency Syndrome (AIDS) and AIDS-related conditions (ARC). Reasonable accommodation will be made so that qualified disabled applicants may participate in the application process. Please advise in writing of special needs, if any, at the time of application.

To apply, please send a resume and cover letter to the contact below and include where you saw this posting or who referred you by **June 8th**.

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