

Garden Education Worker - Sample Job Description

Source: The Stop Community Food Centre

The Garden Education Worker is a key part of the community garden programming at a Community Food Centre. See below for a sample job description at The Stop.

Reports to: Urban Agriculture Manager

Supervises: N/A

Position Details: Permanent Position, 37.5 hours/week

Qualifications:

- Experience in organic agriculture or gardening
- Experience in formal or informal education with children and/or youth
- Excellent interpersonal skills
- Ability to work with people living in poverty and facing discrimination
- Ability to work within a diverse community (people of different ages, abilities and cultural backgrounds)
- Ability to speak a language relevant to the neighbourhood is an asset
- Valid driver's license is an asset

Duties & Responsibilities:

a) Greenhouse/Garden production

Assist Greenhouse Coordinator to:

- Plan, monitor and execute production of seedlings and produce
- Support gardeners, students and interns in greenhouse and sheltered garden planting and maintenance tasks
- Create a safe, welcoming environment for a diversity of gardeners
- Maintain production and session records for sheltered garden and greenhouse
- Sign up and orient new gardeners, including maintaining up-to-date contact information
- Work with other Stop staff to distribute greenhouse and garden produce to gardeners and The Stop's programs



community food centres
CANADA good food is just the beginning



- Coordinate community garden seedling giveaway
- Research and experiment with organic and innovative growing methods

b) Education

- Provide occasional activity planning and facilitation support to Sustainable Food Systems Education and Kids Dig It! Programs – including Grade 5 classes, After School Program, Grad Program and March Break and Summer Food Camps
- Work with Greenhouse Coordinator to develop and administer intern program
- Assist other Urban Agriculture staff in organizing community events and field trips
- Ensure gardeners are aware of other Stop programs and relevant community resources
- Lead occasional tours of greenhouse
- Assist in planning and facilitating sessions for special groups

c) General

- Ensure programming reflects The Stop's priorities, policies and procedures
- Participate in regular formal and informal evaluations and program planning activities
- Keep Urban Agriculture Manager informed of relevant issues
- Maintain expense records and other administrative records as required
- Attend relevant staff meetings regularly
- Maintain good relationships with partner agencies