JOB POSTING

School Gardens Coordinator

ABOUT US

Inter-Faith Food Shuttle envisions a hunger free community. We feed our neighbors, teach self-sufficiency, grow healthy food, and cultivate innovative approaches to end hunger. As a member of Feeding America, the Food Shuttle distributes over 8 million pounds of food per year, 26% of which is fresh produce. From Senior Grocery Bags, Backpack Buddies and School Pantries; to Community Health Education and Mobile Markets; Catering and Culinary Job Training; and Community Gardening and a 14-Acre Farm; we go directly to the point of need to empower people and overcome the burden of hunger.

The School Gardens Coordinator is responsible for overseeing the coordination and implementation of our Agricultural Education offerings. The School Gardens Coordinator works closely with the Agricultural and Community Health Education departments and external partners to meet program goals. This position will require travel between multiple sites, both internal and external in our 7-county service area.

DUTIES AND RESPONSIBILITIES

• Lead hands-on education with Growing School Garden teachers during the school day in both Wake and Durham counties
• Coordinate the after-school program Sprout Scouts
• Train volunteers and interns associated with Agriculture Education programs and opportunities
• Lead and support educational workshops and programs in agriculture department
• Attend, and advocate within, relevant community partnership meetings
• Meet regularly with Ag Education Manager, school administrators, and teachers to evaluate and update programming; assist with evaluation administration
• Create educational materials and update curriculum as needed.
• Build strong relationships with relevant partners
• Establish and maintain participant tracking and other data collection systems
• Record metrics for all programs for monthly report and assist with relevant grant reporting
• Oversee upkeep and organization of indoor and outdoor classroom and all relevant supplies
• Promotes the Community Health Education and Agriculture Education departments and the Food Shuttle’s mission at community outreach events.
• Other duties as assigned

QUALIFICATIONS

• Two + years of facilitation and teaching experience with adults of all ages and youth (ages 4-18; outdoor group management experience preferred)
• Two + years of demonstrated ability in small-scale vegetable production
• Preferred Bachelor’s Degree in Agriculture Education, Agriculture and Life Sciences, or Agroecology and Sustainable Food Systems or similar relevant degree
• The ability to relate to and understand the effects of food insecurity within our communities.
• Strong Communication skills and comfortable interacting with individuals from varying backgrounds
• Ability to work independently as well as collaborate across departments and teams
• Ability to manage multiple tasks and projects
• Ability to set own schedule, manage multiple priorities and meet deadlines in a fast-paced environment.
• Flexibility to work some evenings and weekends as needed.
• Experience supervising volunteers
• Proficient in Microsoft Office suite and G-Suite
• Ability to pass a criminal Background check
• North Carolina Driving license and clean driving record

CORE COMPETENCIES

Fostering Teamwork: As a team member, the ability and desire to work cooperatively with others on a team.
Influencing Others: The ability to gain others’ support for ideas, proposals, projects, and solutions.
Initiative: Identifying what needs to be done and doing it before being asked or before the situation requires it -- Seeks out others involved in a situation to learn their perspectives.
Personal Credibility: Demonstrated concern that one be perceived as responsible, reliable, and trustworthy.

WORKING CONDITIONS

Computer work is required, with extended hours as needed. Physical work in the outdoors, in all weather conditions and temperatures can be anticipated.

PHYSICAL REQUIREMENTS

Must be able to lift 40 lbs.

DIRECT REPORTS

None

COMPENSATION

$17.68 per hour

TO APPLY

Please send resume and cover letter to recruiter@FoodShuttle.org

Inter-Faith Food Shuttle is an Equal Opportunity Employer. We respect and seek to build a team of individuals from diverse cultures, perspectives, skills and experiences.