



DEL NORTE & TRIBAL LANDS COMMUNITY FOOD COUNCIL

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www.dnatlfood.com

Food Forest Coordinator

Location: Crescent City, California

Employed By: Del Norte & Tribal Lands Community Food Council (DNATL CFC)

Reports To: Executive Director & Farm to School Manager

Time Commitment: 30-40 hours per week

Compensation: \$22-24 per hour (based on experience), plus a monthly health and wellness stipend and paid vacation/sick leave.

Deadline: This position will remain open until filled, with the first review of applications beginning on **Friday, January 3, 2025.**

Del Norte & Tribal Lands Community Food Council (DNATL CFC) serves Del Norte County, Tribal lands, and works collaboratively to address food systems needs regionally. Established by local community members in 2010 in response to the pressing need for better access to healthy food, we have worked since then to improve nutrition security and local food systems by fostering stakeholder engagement and community-driven solutions that enhance the local food economy, create workforce development opportunities, provide nutrition and gardening education, expand local food production, improve food supply chain infrastructure, and increase access to healthy, local foods. We work closely with farmers, ranchers, tribal leaders, youth, and community stakeholders to ensure the food system meets the needs of our diverse population.

Position Overview

The Food Forest Coordinator will lead the development and operation of the Taa-'at-dvn Chee-ne' Tetlh-tvm' Food Forest Community Garden. This unique site is designed to increase access to healthy food, serve as a living laboratory for regenerative food production, and foster education and engagement through workshops, programs, and events. The Coordinator will develop and maintain the site, lead garden planning and production, and build partnerships to create hands-on learning opportunities for youth and the community. This is a key role in bringing the Food Forest to its full potential, serving as a hub for sustainable food education and community collaboration

Key Responsibilities

1. Garden Development and Maintenance

- Create and implement a production and maintenance plan for planting and harvesting perennial and annual vegetables, herbs, flowers, and fruits year round.
- Oversee garden succession planting, soil health, pest management, and irrigation.
- Maintain the site's infrastructure, including pathways, learning stations, signage, and demonstration areas.
- Develop and implement garden maintenance protocols, including Standard Operating Procedures (SOPs).
- Research and implement sustainable and climate-smart agricultural practices
- Research and implement agroforestry and perennial polyculture plantings
- Inventory and label all onsite plantings
- Create protocols for how harvesting will be managed for the community garden
- Maintain all tools and equipment in good working order
- Inventory and order supplies needed aligned with seasonal needs
- Track and manage program budget

2. Education and Community Engagement

- Design and host workshops and community events on regenerative food production, sustainable agriculture, and nutrition.
- Collaborate with the Community Educator to develop learning stations, demonstrations, and curriculum for students and visitors.
- Lead tours, provide educational signage, and engage with visitors to create a welcoming, educational experience.
- Build partnerships with local organizations, farms, and businesses to enhance the food forest community garden program.

3. Partnerships and Volunteer Coordination

- Build partnerships with CR Food Club, DN Ag CTE students, and other local organizations to recruit volunteers for site projects, tours, and events.
- Recruit, train, and manage community volunteers to support garden work and educational activities.
- Develop models and funding for student-led projects to be implemented on-site.
- Work with students from diverse backgrounds and grade levels to cultivate an interest in gardening and environmental stewardship.
- Engage students in leadership roles, encouraging ownership of garden projects and environmental responsibility.

4. Program Development and Evaluation

- Track key indicators such as the number of visitors, numbers of crops, lbs harvested, number of bird species, etc.
 - Collect pre- and post-survey data to measure knowledge gained through workshops, events, and tours.
 - Develop plans to enhance the site's offerings and community impact.
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Indicators of Success

- Number of learning stations and demonstrations created.
 - Number of signs installed and tours conducted.
 - Number of students and community members who visit and engage with the Food Forest.
 - Percentage increase in participant knowledge
 - Number of crops planted and pounds of food harvested
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Qualifications

Required:

- 1-2 yrs experience in school or community garden management, agriculture, or environmental education.
- Strong organizational and communication skills, with the ability to engage and inspire community members.
- Experience coordinating events, workshops, or educational programming.
- Strong organizational and communication skills.
- Ability to manage multiple projects and meet deadlines.
- Proficiency in google workspace suite for email and document management
- Valid California driver's license, insurable driving record, and access to a vehicle

Preferred:

- 2-3 yrs experience with regenerative agriculture practices.
 - 2-3 yrs experience working with students and educators in an outdoor or agricultural setting.
 - Knowledge and passion for edible and native plants.
 - Experience making a production plan for seeding, planting, and harvesting.
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Core Competencies

- Commitment to equity, inclusion, and sustainability in food systems
- Strong relationship-building and facilitation skills

- Ability to manage deadlines and work independently
- Flexibility and willingness to manage competing priorities and deadlines
- Kindness, integrity, patience, and attention to detail
- Punctuality, reliability, and accountability
- Strong organizational and time management skills
- Receptive to feedback and able to communicate directly when facing challenges
- Ability to incorporate culturally relevant practices into programming
- Willingness to adjust to program needs, including working outdoors and managing changing schedules.

Physical Requirements

This position will include a combination of office, remote, onsite, and outside. You should be able to:

- Stand, sit, kneel, walk, bend, and perform repetitive motions throughout an eight-hour shift
- Operate a computer frequently to create and update documents
- Lift and carry up to 50 pounds
- Walk onsite on farms and in gardens on uneven ground
- Load and unload program supplies and gardening equipment
- Work outside in various weather conditions

Compensation & Benefits

This position will include on-site and outside work. The position is non-exempt and billed hourly. Currently set for 30- 40 hours per week. The hourly rate is \$22-24 (DOE) with an initial 120-day evaluation period. Benefits include:

- Health and wellness stipend
- Paid holidays
- Paid sick leave
- Retirement & Vacation for 30 hrs plus

To Apply

Email a letter of interest, resume, and 3 references to andrea@dnatlfoodcouncil.org AND info@dnatlfoodcouncil.org with “Food Forest Coordinator” in the subject line.

In your letter of interest, explain why you would be a good fit, what you would bring to the organization, and what appeals to you about this position.

Please visit our website www.dnatlfoodcouncil.com to learn more about our organization.

Application Deadline: This position will remain open until filled, with the first review of applications beginning on **January 3rd, 2025.**

Equal Employment Opportunity/Reasonable Accommodation

The DNATL CFC is an Equal Opportunity Employer and does not discriminate based on race, color, national origin, ancestry, sex, religion, sexual orientation, age, disability, marital status, or other non-merit factors. In accordance with the ADA, we will make reasonable efforts to accommodate candidates with physical or mental requirements. If special accommodations are needed, please contact the DNATL CFC email at info@dnatlfoodcouncil.org