

Position/Title: Learning Gardens High School Coordinator (Part-time/Seasonal)

Start Date: January 25, 2021 - August 2021

Application Deadline: Open until position is filled

Contact: Send resume and cover letter to education@cityparksfoundation.org. Put "High School Program Coordinator" in subject header.

ABOUT CITY PARKS FOUNDATION

City Parks Foundation (CPF) is the only independent, nonprofit organization whose mission is to offer programs in public parks throughout the five boroughs of New York City. At CPF, we are dedicated to invigorating and transforming parks into dynamic, vibrant centers of urban life through sports, arts, community development, and education programs for all New Yorkers. Our programs and community building initiatives -- located in more than 350 parks, recreation centers, and public schools across New York City -- reach 425,000 people each year.

- We present the largest free, outdoor performing arts festival in NYC through *SummerStage* and *SummerStage Kids*, presenting artists of the highest quality across multiple disciplines and genres, and marionette puppet theater in all five boroughs with our Swedish Cottage Marionette Theatre and the roving PuppetMobile.
- Partnerships for Parks, a public-private program of City Parks Foundation and NYC Parks, supports and champions a growing network of leaders who care and advocate for the transformation of their neighborhood parks.
- We connect youngsters to nature in the urban environment with education programs that provide learning experiences through classroom and hands-on activities in parks, urban forests, coastal areas, gardens, and recreation centers.
- Free golf, tennis, track & field, soccer, street hockey, and fitness programs bring high-quality instruction and equipment into areas where few organized athletic opportunities exist. We offer leveled training, year-round scholarship coaching, and special pro events.

Our ethos is simple: *we believe thriving parks reflect thriving communities.*

POSITION SUMMARY

The Learning Gardens High School Training Program is STEM-based and trains 11th and 12th-grade students in the areas of urban agriculture, food justice, and peer instruction. The Coordinator will oversee and implement a weekly after school training program (spring) across all 4 Learning Garden sites. At least 30 trainees will transition to a paid internship (summer) program in which the Coordinator will be a lead educator at 1 Learning Garden site and run summer programming at that site. The Coordinator will act as a mentor leading instruction in agroecology and urban agricultural science concepts while integrating authentic hands-on practice that contributes to the overall care and maintenance of the gardens. (S)he will work with our Associate Director of Environmental Education (ADEE), in charge of the Learning Gardens program, with our Associate Director of Youth Development (ADYD), in charge of college/career readiness, and with the Garden Coordinator (GC) to seamlessly integrate programming into our four Learning Gardens located in Bushwick, Brownsville, South Jamaica and the South Bronx. The Coordinator will divide his/her time between working remotely from home and in the gardens. The ideal candidate will be an excellent time manager, very well-organized, self-motivated, and an effective communicator.

This is a seasonal position that reports directly to the ADEE, Learning Gardens. This position works 4 days/week and is currently remote due to the pandemic. The schedule will switch back to onsite in the gardens/office beginning April.

REQUIREMENTS

The Learning Gardens High School Program Coordinator will:

- Provide direct instruction during the Learning Gardens training program and summer internship
- Effectively adapt and implement lessons that interweave environmental science, food justice, job readiness, and youth development
- Integrate maintenance of garden equipment inventory, compost maintenance, and garden-related issues (i.e. pest control, soil needs, compost issues, etc.) into the weekly practice and final projects of trainees
- Assist the Associate Dir. of Environmental Education (ADEE) to maintain partnerships with high schools and community-based organizations, including interfacing with school administration, teachers, parents, and community-based leaders to facilitate retention of students and program implementation
- Work with ADEE and ADYD to implement evaluation, assessment, and reporting processes
- Co-lead monthly Saturday internship training virtually and in-person
- Maintain attendance records and other administrative duties
- Be open and flexible to limited communication with students and partners outside of normal working hours
- Assist with employment paperwork for interns as necessary
- Work with ADEE, GC, and LG staff and trainees/interns to implement seasonal plans for the gardens
- Attend trainings and community events, as requested

QUALIFICATIONS

- AA/AAS, BA/BS degree or certification **OR** at least 5 years of equivalent experience with demonstrated knowledge and skills in a related field, such as Plant Science, Urban Agriculture, Horticulture, Environmental Education, Botany, or Soil Science
- 2-3 years experience delivering instruction to urban teens, preferably in a mentorship capacity
- At least 2 full seasons of growing experience on an urban or rural farm, ideally in a managerial capacity. Skills related to urban agriculture including crop planning, integrated pest management, composting, organic management of soil nutrient levels, organic biodynamic gardening, master composter, etc
- Understanding of the principals and experience with positive youth development strategies
- Excellent communication skills, a self-starter, and highly adaptable
- Strong skills in program administration, communication, and time management
- Willingness to be in outdoor settings in hot/cold/rainy weather
- Ability to work weekends on an occasional basis
- General building, carpentry, and construction skills a strong plus
- Experience with animal husbandry, especially chickens
- Bilingual Spanish a plus

DESIRED QUALITIES

- Passionate about using urban green spaces to build community
- Committed to working towards equity and access to healthy food and environment for all New Yorkers

- Positive and energetic disposition
- Adaptability and cultural competency needed to work collaboratively with people from diverse backgrounds in terms of race, ethnicity, gender, sexual orientation, class, and religion

CONTACT

Interested parties should email cover letter, resume, and salary requirements to:
education@cityparksfoundation.org. Put "High School Program Coordinator" in subject header.

Thank you for your interest in City Parks Foundation, an equal opportunity employer. Only potential candidates will be contacted. No calls, please.