



Cultivate Charlottesville

July 6, 2022

SEEKING APPLICANTS. APPLICATIONS ACCEPTED ON ROLLING BASIS.

Title: **Youth Engagement & Garden Coordinator, City Schoolyard Garden**

Scope of Work: Cultivate Charlottesville is seeking applications for a Youth Engagement & Garden Coordinator position is part of our City Schoolyard Garden Program. The Youth Engagement & Garden Coordinator is primarily responsible for maintaining vibrant schoolyard gardens, engaging students and teachers, helping to build healthy schools, and strengthening the organization. The Garden Coordinator collaborates with a team of other GC's who work across the school system. Garden Coordinators strive to center racial equity in the decision-making process for all components of our work. The Cultivate Charlottesville team recognizes the impact of systemic racism, individual bias, and white supremacy has on the Charlottesville community and all team members work to recognize, respond and dismantle inequities in the work we do.

Position Description

The Youth Engagement & Garden Coordinator core functions include:

- 1. Maintain Bountiful, Diverse Organic Vegetable, Fruit, and Herb gardens**
 - a. Manage two Charlottesville City School or neighborhood gardens in all phases of garden care from design to preparation, to planting, and harvest.
 - b. Utilize sustainable ecological practices.
 - c. Build needed infrastructure to keep garden vibrant, safe and clean.

- 2. Engage Students and Teachers in Experiential Garden Activities**
 - a. Engage students and teachers in the garden through experiential activities and garden-based lessons that reflect the CSG Educational Roots Framework both during the academic school year and during the summer with summer camp programming.
 - b. Create and enhance connections between CSG, the Charlottesville City Schools, and the broader community.
 - c. Engage in specific initiatives including Harvest of the Month, farmer/farm to school visits, the student nutrition club and other garden related activities.

- 3. Provide Support for the Buford and Charlottesville High School (CHS) gardens**



- a. Be a support to the Charlottesville City School teachers that lead the Buford and CHS gardens ensuring bountiful, diverse organic vegetable, fruit, flower, and herb gardens.
- b. Utilize sustainable ecological practices and support the needed infrastructure to keep the garden vibrant, safe, and clean.
- c. Support specific initiatives including Farm to School week, Harvest Festival, Veggie Cook-Off, Harvest of the Month, farmer/farm to school visits, the student nutrition club, Spring Seedling Project, and other garden related activities.
- d. Create and enhance connections between CSG, the Charlottesville City Schools, and the broader community.

4. Special Projects as Planned

- a. Each Garden Coordinator takes leadership on specific projects such as coordinating volunteers, procuring soil amendments, updating curriculum, or other activities.
- b. This position will work with the CSG Program Director to define the scope of the specific project.

5. Strengthen Organizational Goals and Values

- a. Contribute as part of the Cultivate Charlottesville team with organizational activities such as community events, social media and community outreach, evaluation tracking, lesson design, etc.
- b. Engage in a robust culture of inquiry where critical thinking, self-reflection and ideas on effectiveness, improvements, and building equity are welcome.
- a. Work to transform racial inequities in all aspects of your work with strategic and intentional action.
- b. Cultivate health and environmental sustainability in all program strategy and implementation.
- d. Each staff is also responsible for collecting and submitting evaluation data.

All Cultivate staff are responsible to uphold values and practices that support reaching our mission with integrity and which utilize our core organizational strategies including: Engage and educate youth in nature through garden based experiences; Grow and share food to enhance access, connectivity and health; Collaborate with partners and community; Dismantle racial inequities and actively build equity; Amplify community power, leadership and action; Mobilize with partners for policy change; Cultivate sustainability, equity, capacity, and leadership.

Organizational Structure



Supervisory Structure: The **Youth Engagement & Garden Coordinator** reports directly to the City Schoolyard Garden Program Director and works closely with the Charlottesville City Schools principals and teachers. They engage as part of the CSG Program Team.

Project Hours: The **Youth Engagement & Garden Coordinator** is an exempt salaried position at 100%FTE (40 hours/week). Hours are typically during the school day with occasional meetings on evenings or weekends.

Compensation: The **Youth Engagement & Garden Coordinator** compensation starting range is \$40,000-\$43,672 Full Time Equivalent (FTE) with a generous leave policy and robust benefits including health, dental, vision, life insurance, and an IRA savings match program. New employees generally start at the beginning of the range depending on experience.

TO APPLY

The **Youth Engagement & Garden Coordinator** requires multiple skill sets including a high level of organization and engagement, innovation and initiative, passion for engaging youth, flexibility and commitment to the Cultivate vision and values. The preferred candidate will have:

- A minimum of 3 years' experience in a related field (youth leadership, community gardens).
- Excellent communication and organization skills, ability to manage multiple projects and priorities with flexibility and alignment to our mission.
- Experience working in diverse communities with a clear understanding of multi-cultural contexts and racial equity practices, with a specific preference for experience in Charlottesville's neighborhoods.
- Computer competence including MS Office Software (specifically Word and Excel) and Google suite.
- Value the self-determination of students to address issues around access to good food in schools and youth learning about gardening.
- Transportation and a good driving record. Candidates who work in schools are required to pass a background test and must be able to lift 50 lbs and work in outdoor conditions for up to five hours at a time in all four seasons.

Candidates that have racial equity analysis skills, anti-racism backgrounds, or are members of Black, Indigenous, LatinX, LGBTQI and other historically marginalized communities, as well as long-time Charlottesville residents, are strongly encouraged to apply.

To apply, please submit a resume, cover letter and contacts for two references to Katrina Beitz at admin@cultivatecharlottesville.org. Include 'Youth Engagement & Garden Coordinator' in the subject line. In the cover letter, please address: How your experience is relevant to the **Youth Engagement & Garden Coordinator**; What interests you about working with Cultivate Charlottesville; and Familiarity with Charlottesville in the context of racial



equity. If you have the software, please bundle your cover letter, resume, and references into one PDF.

Organizational Descriptions

Launched in 2010, Cultivate Charlottesville aims to create a healthy and equitable future – personally, in community, and across systems and structures. We do this through nine City Schoolyard Gardens and garden programming at Charlottesville City Schools and neighborhoods; the Urban Agriculture Collective farming and community markets; and the Food Justice Network advocacy and collaboration. We believe that working together to grow gardens, share food and power, and advocate for just systems – cultivates a healthy community for all. *Core Values: Self-Determination, Partnership, Environmental Justice, Community, Respect, Discovery, Equity – Racial, Social & Economic, Inclusiveness, Collaboration, Humility, Compassion, Health and Wellness.*

Cultivate Charlottesville is an equal opportunity employer. We strongly encourage applications from BIPOC, bilingual and bicultural individuals, women, people who have experienced poverty, members of the lesbian, gay, bisexual, transgender communities, and long-time Charlottesville residents. Applicants shall not be discriminated against because of race, color, veteran status, religion, gender, sex, gender identity or expression, sexual orientation, age, mental or physical disability, medical condition, national origin, ethnicity, political affiliation or, marital status, or any other characteristics protected under Federal or State laws or local ordinance. Reasonable accommodation will be made so that qualified applicants with disabilities may participate in the application process. Please advise in writing of special needs at the time of application.