



Contract Employment Youth Garden Educator and/or Substitute

Hours: average 5-10 hours weekly; during the school day and after school hours. School sites in West Houston and others to TBD in Greater Houston Area only.

Position start dates: October 2017

Compensation: Hourly rate based on experience; Independent Contractor Position.

Position Description

I. TEACHING

- Primary age group: Elementary School students from Pre-K to 5th Grade.
- Class size 20-25 students.
- Lead students through propagation, planting, cultivation and maintenance activities in the school outdoor classroom; this may include vegetable beds, habitat gardens, orchard, compost area and/or pond.
- Lead students in ecology-based activities in school gardens.
- Teach a variety of subjects including: nutrition, math, science, language arts and art, in the school outdoor classroom.
- Lead nutrition-based cooking lessons incorporating produce students have grown.
- Be a positive role model and mentor students in the outdoor classroom.
- The Junior Master Gardener's Curriculum and the Health and Nutrition Curriculum are used as well as other materials. Students need hands-on experiences with nature!

II. GARDEN SITE SUPPORT

- Manage and maintain outdoor classroom program facilities and equipment: School toolshed, rakes, shovels, hand tools, and all materials that belong to the garden program.
- Manage and maintain the appearance of the school gardens with students and during planning and preparation time.

III. COMMUNICATION, LEADERSHIP, AND OUTREACH

- **MANDATORY:** Attend monthly Garden Educator planning meetings for training and collaboration. At the meetings, educators receive activities, lessons and materials.
- Substitutes are expected to volunteer at one or two schools to become familiar with program.
- Communicate via email (preferred) or phone on a regular basis.
- When needed, participate in community workdays for the after-school gardening programs.
- As a member of educational and sustainable environmental communities, represent Urban Harvest positively and support our mission.

Supervision & Reporting

After-School Garden Educators and Substitutes report to the Director of Youth Education.

Qualifications

EDUCATION & REQUIREMENTS

- 2 years college education
- Experience working with youth
- Ability to manage 20-25 youth in the garden and classroom setting.
- Seeking Experienced Teachers, credential a plus
- Extensive experience with organic gardening, and a desire to keep learning.

SPECIAL REQUIREMENTS

- Possession of a valid Texas Drivers' License
- Upon acceptance of position, complete background check screening required by the State.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS

- Ability to work with frequent interruption and to simultaneously supervise a variety of tasks.
- Ability to stand, stoop, reach and bend. Mobility of arms to reach, dexterity of hands to grasp and manipulate large and small objects.
- Ability to read small print.
- Ability to stand for long periods.
- Ability to lift, push and/or pull objects, which may weigh approximate 50 pounds.
- Ability to work outdoors in a physically demanding environment.

Applicant Procedures

1. Carefully read the job description above.
2. Copy each of the headings A to D below into an email and answer the questions posed about your experience (education, work, other). These correspond to details in the job description. If portions of your resume help answer the questions, if you like, you may paste those into your answers.
3. Send your answers to the questions to: carol@urbanharvest.org and attach a resume with references.
4. We will acknowledge receipt of your application and notify you if we wish to talk with you further about the position.

Application Questions

- A. What experience do you have teaching and working with students, K-12th?
- B. What experience do you have in gardening and environmental education?
- C. In no more than five sentences, how would you develop hands-on gardening activities for youth?
- D. Of the job description skills listed above (I to III), which do you have and how did you gain that experience (work, education, volunteering)?