



KEEP GROWING DETROIT

COMMUNITY EDUCATION COORDINATOR

Location: 1445 Adelaide Street, Detroit, Michigan, 48207

Salary: \$15-20 per hour based on experience

Schedule: Hourly employee, 35 hours per week on average, including some evenings and regular Saturdays during the growing season

Start Date: May 1, 2018

Area of Focus: Food Systems, Urban Agriculture, Community Organizing, and Education

Organizational Description:

Keep Growing Detroit (KGD) exists to promote a food sovereign city where the majority of fruits and vegetables consumed by Detroiters are grown by residents within the city's limits. Our strategic approach to achieving our mission includes work that fosters relationships to food, grows the knowledge of food and farming, builds leadership skills and capacity within Detroit's urban agriculture community, and changes the value of food while developing community assets. To these ends, our organization operates a number of nationally recognized programs including the Garden Resource Program, which supports a network of 1,550 urban gardens and farms in the city and Grown in Detroit, which provides more than 90 urban gardeners with opportunities to sell the fruits and vegetables they grow at local market outlets. Our staff also operates a 1.5-acre urban farm and teaching facility located downtown.

Position Description:

Keep Growing Detroit is seeking a Community Education Coordinator. This staff member will assist with implementation of Keep Growing Detroit's educational programming including development of teaching materials, coordination of educational events, and customer engagement at farmers' markets. S/he is also responsible for scheduling service projects for volunteers as well as implementing tours and special events at the KGD operated farm. The Community Education Coordinator works closely with both Co-Directors and reports to the Co-Director of Advanced Programs.

Duties and Responsibilities:

- Oversee scheduling and implementation of service projects for volunteers at the KGD operated farm.
- Oversee Open Hours at the KGD operated farm as well as tours and special events.
- Assist with development and distribution of educational materials for Detroit gardeners and farmers.
- Assist with implementation of educational events including basic gardening workshops.
- Support farm operations at the KGD operated farm.
- Support Grown in Detroit operations at farmers' markets with emphasis on customer engagement and education.
- Support KGD's Produce for Pantries program including cultivation of produce donations to and relationships with emergency food providers.
- Assist with fundraising.

- Attend KGD staff meetings, trainings, and other key citywide events including Garden Resource Program plant distributions.

Qualifications:

- The ideal candidate will have at least 2 years experience coordinating educational events in a community setting
- Interest and familiarity with issues relating to the City of Detroit, local food, food access, and sustainable agriculture, and a genuine appreciation of the urban environment
- Ability to speak Spanish highly desirable, but not required
- Strong organizational and written/verbal communication skills
- Experience supervising volunteers of all ages and working with diverse communities
- Ability to work independently and as part of a team
- Ability to lift 40 pounds on a consistent basis
- Qualified candidates **MUST** have reliable transportation; work-related mileage will be reimbursed
- Proficiency in MS Word and Excel preferred but not required
- Driver's license is preferred but not required

How to Apply:

Please send email of your resume and cover letter to Ashley Atkinson at ashley@keepgrowingdetroit.org or mail to 1445 Adelaide Street, Detroit, MI 48207. Use the job title as the subject line. Only potential interviewees will be contacted. For more information, please visit our website at keepgrowingdetroit.org or call 313-757-2635.

Keep Growing Detroit is an Equal Opportunity Employer.