Vermont Community Garden Network

Regional Garden Coordinator
Chittenden County

Length of position: June - October

Hours: Total weekly hours for this position averages to around 5hrs/week, and may fluctuate between 3 to 10 hours per week. Activities are scheduled on Tuesday and Thursday evenings, between 4 and 8pm. Candidates must be available in this time frame to be considered for this part-time, seasonal position.

Compensation: $15/hour

Application deadline: Friday, June 12, 2020. We will be reviewing applications on a rolling basis and highly encourage applicants to express their interest as soon as possible. We are aiming to fill this position as soon as the ideal candidate arises.

Position Summary:
The Regional Garden Coordinator for Chittenden County reports to the Garden Education Manager at the Vermont Community Garden Network (VCGN) and works closely with the Resident Engagement Specialist at Champlain Housing Trust to provide support at seven affordable housing site community gardens.

VCGN manages garden education programming at selected housing sites, working with residents and housing management to enhance food gardens, provide garden leadership and management support, and teach gardening and related skills tailored to meet the needs of each site.

Primary Duties:
● Host bi-monthly Garden Support Visits at housing sites to support residents with gardening questions, demonstrate best practices in organic backyard gardening, and share resources
● Lead a series of 2-hour long hands-on workshops at housing sites on various topics, including: soil health, gardening with kids, herbalism, and food preservation
● Host Garden Closing Days at housing sites to celebrate the growing season, tidy up the community space, plant garlic, and put the garden beds to rest
● Gather content, edit, design, and publish bi-monthly Garden E-Newsletters to support residents at each garden site
Participate in community outreach efforts and communication strategies to actively engage resident gardeners

Participate in garden maintenance activities as needed throughout the summer growing season, in all weather conditions

Document activities through photographs, written testimonials, and sharing on social media

Complete weekly reporting requirements and maintain open communication with the Garden Education Manager and Resident Engagement Specialist

Commitment to follow COVID-19 response protocols established by VCGN for our garden education programs, and in alignment with state regulations

**Skills & Qualifications:**

- Interest in organic vegetable gardening, food justice, garden education
- Creative, fun-loving, and dynamic personality with a passion for community engagement
- At least two full seasons of small scale organic vegetable gardening
- Practical experience in food preservation and herbalism
- Prior experience facilitating group activities for individuals of all ages and diverse backgrounds
- Quick learner, able and willing to work independently to deliver garden education programming
- Willingness to work outside and do physical work in all weather conditions
- Engaged on social media and able to share content on VCGN’s Facebook and Instagram accounts
- Familiarity with Canva or willingness to learn online design programs to edit E-Newsletters
- Ability to clearly, effectively, and regularly communicate via email and phone with VCGN staff, property managers and resident gardeners
- Personal transportation to get to garden sites in Burlington, S. Burlington, Williston, Charlotte

To apply, please email a cover letter and resume to:

Carolina Lukac, Garden Education Manager
garden@vcgn.org

Questions?
Contact Carolina Lukac, Garden Education Manager
carolina@vcgn.org
(860) 391-3536 (cell phone)