

# Youth Employment Program Coordinator

Job Announcement

April 2023



**Job Title:** Youth Employment Program Coordinator

**Status:** Full-time/Non-exempt

**Reports To:** Director of Agricultural Production and Youth Employment

**Location:** Rainier Beach Urban Farm & Wetlands (5513 S Cloverdale St, Seattle 98118)

## About Tilth Alliance

Tilth Alliance works in community with Washington farmers, gardeners and eaters to build a sustainable, healthy and equitable food future. Through our work we endeavor to promote and support the adoption of organic, regenerative, sustainable growing practices by farmers and gardeners throughout Washington; to make the food produced by these farmers and gardeners more accessible; and to inspire people to enjoy growing, cooking, and eating food that is both good for them, for their communities, and for the environment. The primary strategies we employ in this effort are advocacy, education and collaboration. Equity, inclusion and the promotion of a culture of anti-oppression are important outcomes expected of all the work we do.

## About the Position

Tilth Alliance is looking for a Youth Employment Coordinator to support our youth employment program, the Rainier Beach Youth Stewards. We work to engage young people from Southeast Seattle in job skills training, personal and professional development through urban farm education and wetlands restoration. Young people from diverse backgrounds come together to grow food, to support the community, and to develop leadership skills and personal connections to the food system and land at Rainier Beach Urban Farm & Wetlands. This position is ideal for someone who is enthusiastic, creative and passionate about working with youth.

## Job Responsibilities

- Provide support to Director of Agricultural Production and Youth Employment
- Assist in implementing plans for educational programming with the goal of expanding and refining current programming

- Help facilitate educational sessions and field trips related to organic gardening, community food issues, social justice topics, nutrition, and personal/professional development
- Support in maintaining supplies inventory, general program scheduling and other relevant administrative duties
- Provide support to program assistants with daily activities and workshops
- Assist in sustainable organic farm maintenance, safe tool use and the supervision of youth crew members
- Ensure successful implementation of program related goals and assist in conducting baseline and exit surveys
- Help facilitate peer-to-peer feedback sessions and conversations
- Support agricultural production at the farm through engaging and educational farm activities
- Set annual goals in collaboration with supervisor
- Provide support expanding program reach more broadly to youth in south king county
- Help plan, organize, and attend youth-centric community engagement events
- Help coordinate volunteer activities on-site and lead volunteer groups as necessary
- Attend staff meetings, speak publicly on behalf of Tilth Alliance, and support events and other duties related to being a member of the Tilth Alliance staff.
- Contribute to an inclusive working environment for staff, volunteers and partners and advance equity and inclusion in the organization and in community partnerships.

## Desired Skills & Experience

- Demonstrate ability and success working with people from a variety of racial, cultural and economic backgrounds, with various lifestyles and sexual orientations
- Proactive, dependable and accountable with ability to work independently and in a team
- Demonstrate organizational and time management skills; proficiency in Microsoft Office
- Ability and willingness to work evenings and weekends for program events
- Experience working with youth from diverse backgrounds facing an array of challenges that include poverty, racism, homelessness, academic challenges, food insecurity, and involvement with the juvenile justice system
- Knowledge of and commitment to organic and sustainable growing practices
- Excellent organizational skills and attention to detail
- Ability to work independently and on a team
- Knowledge of positive youth development framework or interest in gaining experience
- Experience or interest in facilitating hands-on workshops and activities
- At least 1-2 years of experience working with youth, preferably on farm or garden
- Ability and willingness to occasionally work evenings and weekends for program activities.
- Must be able to lift up to 30 pounds and crouch, lean, and kneel for extended periods of time.
- Valid drivers' license and access to reliable transportation to get to Rainier Beach Urban Farm and Wetlands

## Benefits & Compensation

This is a full-time, non-exempt position. The typical work week will be Monday-Friday, with Saturdays and weeknight hours (during fall and winter seasons), and the opportunity for flexible scheduling. Benefits include medical, dental and vision insurance, employer-matched 401K, paid vacation, sick and holiday time. This position is based at Rainier Beach Urban Farm & Wetlands in South Seattle. Hourly compensation is \$23 to start.

## To Apply

No phone calls please. Submit a letter of interest and resume outlining 1) your experience with the qualifications listed above and 2) why you are interested in this position. Email all materials to [suezgebretsadik@tilthalliance.org](mailto:suezgebretsadik@tilthalliance.org) with the subject "Youth Employment Program Coordinator Application." Applications will be reviewed as they are received, with those received by May 15, 2023 given initial preference. This position is open until filled.

The job announcement does not constitute a written or implied contract of employment. Tilth Alliance reserves the right to revise or change job duties and responsibilities as the need arises. Requirements are representative of minimum levels of knowledge, skill and experience required.

Tilth Alliance is proud to be an equal opportunity workplace dedicated to cultivating a diverse and inclusive work environment. We believe that diversity is essential to achieving our mission. Tilth Alliance is an equal opportunity employer and will not discriminate against any employee or applicant on the basis of age, color, disability, gender, national origin, race, religion, sexual orientation, veteran status, or any classification protected by federal, state, or local law. Women, people of color, and individuals from under-represented communities are strongly encouraged to apply.