

Youth & Families Program Coordinator

Job Announcement

December 2023



Job Title: Youth and Families Program Coordinator

Status: 40 hours per week, non-exempt

Reports To: Youth and Families Program Director & Community Nutrition Registered Dietitian

Location: Primarily based as Good Shepherd Center (Wallingford), with active programming at Rainier Beach Urban Farm & Wetlands, and offsite locations as assigned

About Tilth Alliance

Tilth Alliance works in community with Washington farmers, gardeners and eaters to build a sustainable, healthy and equitable food future.

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.

Our Youth & Families (Y&F) programs invite young people to explore these interconnections through hands-on and experiential learning activities on our farm and in our gardens, kitchen and wetlands.

At Tilth Alliance, kids develop practical garden skills, learn about plants, insects, and the ecosystems on the lands and waters that we tend, and experience harvesting and cooking food they helped grow. The Youth & Families programs work to create culturally responsive programming that connects young peoples' identities and knowledge, inspires curiosity, and provides spaces for young people to investigate and find joy in the garden and nature.

The Y&F Program Coordinator is a combined responsibility of 50% Farm to Preschool (F2P) coordination & education, and 50% general Youth & Families programming. During summer camp programming, that ratio may adjust to more summer camp responsibilities. The Farm to Preschool program is a contract that we have with the City of Seattle Human Services Department, along with a partnership between 8 community programs providing education,

procurement, and food access through family food bags to specific Seattle Preschool Program sites.

Job Responsibilities

- Guide children and families through hands-on, outdoor science investigations and cooking activities; engage children in farm/garden stewardship tasks that create meaningful connections with the natural environment, food, science, community, and health.
- Teach and lead Youth & Family programming on- and off-site such as summer camps, after school sessions, vacation/family camps, mobile classrooms, and other Y&F programming as assigned
- Coordinate and lead educational garden, cooking, and nutrition classes for the HSD Farm to Preschool (F2P) contract; contribute to curriculum development, resource development, and other duties as assigned
- Develop and sustain relationships with F2P partner organizations, preschool sites, and other community partners
- Implement Tilth Alliance Youth and Families program curriculum; adapt and develop new place-based activities in alignment with Tilth Alliance and Learning in Places' philosophy and standards as needed
- Assist with ongoing garden maintenance at the Rainier Beach Urban Farm and Wetlands Children's Garden and GSC Children's Garden; contribute to farm/garden upkeep and operations
- Assist with general Y&F programming coordination such as maintaining participant forms and attendance sheets; addressing facility, grounds and/or camper issues; report and document incidents and administer first aid as necessary
- Maintain cleanliness and organization of program supplies and equipment
- Demonstrate excellent customer service in interactions with participating families
- Meet regularly with the Youth and Families program staff, project manager, and program director
- Provide accurate and timely reporting internally and externally as needed
- Uphold Tilth Alliance's safety policies in all interactions while at work
- Demonstrate accountability and professionalism as a representative of Tilth Alliance
- Support events and other duties related to being a member of the Tilth Alliance staff, such as attending staff meetings, supporting events, providing written material, collaborating with other Tilth Alliance programs, and serving on optional committees (as approved)

Required Skills

- Bachelor's Degree or Associates Degree in Environmental Science, Conservation, Horticulture, Education, or a related field OR any combination of education and experience necessary to fulfill the minimum job requirements

- Experience leading outdoor and/or garden education programming for children aged Kindergarten - 5th grades; experience preferable for grades 6-12th
- Experience leading programming for preschool students, ages 5 and under
- Ability to lead cooking activities for ages 2-12 years
- Hands-on experience with gardening/farming, environmental stewardship
- Demonstrated ability and success working with people from a variety of racial, cultural, and economic backgrounds
- Ability to work outside in all weather conditions
- Outstanding organizational and time management skills
- Ability to problem solve and work in dynamic settings
- Excellent interpersonal skills
- Self-directed and able to work independently as well as with a team
- Able to transport self and materials by car to programming locations
- Ability to lift 50 pounds
- CPR/First Aid Certified (ability to obtain through Tilth Alliance)
- Food Handlers Card (ability to obtain through Tilth Alliance)

Desired Experience

- Skills in art, music, and other creative pursuits
- Demonstrated success working with non-English speaking communities
- Proficiency teaching in another language desired (Spanish, Somali, Amharic, Tagalog, Simplified Chinese preferred)
- Teaching Certification is a definite plus.

Benefits & Compensation

This position is eligible for benefits including medical, dental, vision insurance; Flexible Spending Account for childcare, healthcare and transportation expenses; 401k; paid vacation and sick time; and 10 holidays selected by employee. This position will be primarily based as Good Shepherd Center (Wallingford), with active programming at Rainier Beach Urban Farm & Wetlands, and offsite locations as assigned.

Compensation is \$23 per hour.

To Apply

Applications received by Dec. 18, 2023 will be prioritized. Desired start date is mid-January to early February 2024.

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 youthprograms@tilthalliance.org with the subject "Youth & Families Program Coordinator Application."**

This position is open until filled.

The job description 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.