



**Program Coordinator for Kent & Sussex Counties
Healthy Foods for Healthy Kids**

Healthy Foods for Healthy Kids

Healthy Foods for Healthy Kids (HFHK), specializes in designing and implementing school vegetable gardening programs that support the Delaware science curriculum. Currently, our Education Cultivation Program is implemented in 30+ schools in New Castle County and serves ~12,000 students during two growing seasons per year (spring and fall). Our long-term goal is to provide garden-based education to every interested Delaware school. *Our mission is to inspire healthier lives by providing youth with joyful school gardening experiences and opportunities to eat the garden-fresh vegetables they've grown.* For more information about our program please visit: www.healthyfoodsforhealthykids.org

Summary

Healthy Foods for Healthy Kids is seeking an energetic and enthusiastic individual to support our goal of expanding HFHK's garden-based educational program to Kent and Sussex County schools. The successful candidate will become responsible for implementing and overseeing our Education Cultivation Program at Kent and Sussex County schools.

Reports to: Program Manager.

Essential Duties and Responsibilities

- Serve as HFHK's liaison with Kent and Sussex County schools and develop/maintain community relationships that support growth and success of our program.
- Learn and perform all phases of the HFHK Education Cultivation program, including, but not limited to: Meeting with and coordinating tasks with school staff, teaching lessons to classes of students and training teachers in HFHK's garden-based curriculum, assessing garden progress during the growing season, preparing and delivering planting kits to schools, and assisting with garden construction and maintenance.
- Model HFHK science-based gardening lessons for K-12 teachers.
- Collaborate with school staff and project partners to schedule HFHK garden lessons and to ensure program success and continuity.
- Be responsible for group management of students and ensure student safety.
- Assist with social media/public relations.
- Assist with HFHK events (some of which may occur in the evenings and on weekends) as necessary.

Qualifications

- Bachelor's degree in biology, agriculture, education, nutrition/dietetics or related field, or a combination of experience, training and/or education that provides knowledge and skills to perform assigned tasks.



- Knowledge of, or interest in, topics including urban gardening, plant science, environmental science, health and nutrition, food systems, food access, Farm to School Programs, small scale food production, and home gardening.
- Minimum 3 months experience teaching/leading students in outdoor activities preferred.
- Excellent problem-solving abilities, ability to make decisions and adapt to changes;
- Self-motivated, with excellent organizational & time management skills.
- Ability to perform manual labor and work outdoors in a physically demanding environment.
- Demonstrated ability to work with diverse populations including youth and adults.
- Must possess a valid driver's license, have access to reliable transportation, and verify liability insurance on personal vehicles driven for work purposes.
- Strong oral and written communication skills, including public speaking skills.
- Ability to work independently.
- Computer skills, including Microsoft Office: Word, Excel, PowerPoint.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential duties and responsibilities of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. While performing the duties of this job, the employee is regularly required to use hands and/or fingers to handle, or feel; reach with hands and arms; talk or hear, and taste or smell. The employee frequently is required to stand, walk, and sit. The employee must occasionally lift and/or move up to 60 pounds.

Hours: Part-time, averaging approximately 20 hrs/week. Seasonal and project-based variations in work volume will occur throughout the year. Our busy seasons coincide with our growing seasons and are September-December and March-June. Hours/week will likely increase as the number of partner schools increases.

Pay rate: \$15/hr.

Application Procedures

Interested candidates who meet minimum qualifications may apply by submitting a resume and letter of interest to Lydia Sarson at lsarson@healthyfoodsforhealthykids.org.

Healthy Foods for Healthy Kids is an equal opportunity employer.