

## Edible Garden Project

**POSITION:** Garden Education Assistant

**HOURS:** 35 hrs/week

**COMPENSATION:** \$17.00/hr

**PLACEMENT:** Between May 1<sup>st</sup>- Aug 31<sup>st</sup>

**ELIGIBILITY:** Student returning to school in the fall, age 15-30.

**Application Deadline: Friday, May 4th – Interviews are set on a rolling basis, so apply as soon as you can**

Submit application to: [admin@ediblegardenproject.com](mailto:admin@ediblegardenproject.com)

The North Shore Neighbourhood House is a not-for-profit registered charity serving the North Shore community since 1939. We believe working together to meet the grassroots needs of our neighbours, especially our most vulnerable residents is essential to building a safe, healthy and strong community. The House values and promotes cooperation, respect and empowerment through the provision of programs and services designed to meet the needs of individuals and the community as a whole.

The Edible Garden Project (EGP) is a program of North Shore Neighbourhood House. The EGP is actively increasing land used for food production, building knowledge and skills around food gardening and working with municipalities to increase opportunities for urban agriculture.

### Position Summary:

The Garden Education Assistant will support the educational programming of the Edible Garden Project at Loutet Farm, Sutherland Market Garden, childcare gardens and local community gardens. This position reports to the Education Coordinator and EGP Program Manager, while working collaboratively with the entire EGP team. We are looking for individuals who are passionate about food security and environmental education.

### Responsibilities:

- Day to day garden operations and maintenance.
- Assist with educational programming, including volunteer coordination and farm tours.
- Assist with tracking programming stats.
- Assist with event promotions and community activities.

### Preferred skills and experience:

- 1+ years experience in outdoor/experiential education.
- 1+ years experience coordinating groups of 2-20 volunteers.
- Excellent communication skills, and a great team player.
- Ability to work long hours and maintain a flexible schedule.
- Reasonable proficiency with Microsoft Office suite, Google Drive, Gmail, and ability to track data.

### Bonus Assets:

- Reasonable proficiency using power drills, saws, and basic construction tools.
- 1+ years experience working in a non-profit environment or social enterprise.
- FoodSafe Certification.
- Valid driver's license and access to a vehicle.

- Apiary certification.
- First aid certificate.

Please apply with your resume and a one-page cover letter. Only shortlisted candidates will be contacted. All local shortlisted candidates will be invited to an interview. Upon offer of this contract position, the completion of a Criminal Record Check is required.

**To submit your application:**

Email subject line: FIRST NAME\_LAST NAME\_GardenEducationAssistant

Cover Letter and Resume: Please send as One PDF document, 3 page maximum (1 page cover letter, 2 page resume) with this file name: FIRST NAME\_LAST NAME\_GardenEducationAssistant

Email to: [admin@ediblegardenproject.com](mailto:admin@ediblegardenproject.com)

Only successful applicants will be contacted for interviews. Thank you and good luck.