

# edible garden project

## NORTH SHORE NEIGHBOURHOOD HOUSE

### **Job Title: Community Food Animator**

**Employer:** North Shore Neighbourhood House - Edible Garden Project

**Job City:** North Vancouver

**Application Deadline:** Jan 31, 2024

**Wage:** \$25 hour

**Job terms:** 35 hours/week, March until end of November (exact dates TBD). Please note this position is grant dependent.

The North Shore Neighbourhood House (NSNH) 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 NSNH 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 Overview**

The Community Food Animator is a core part of the EGP team. This position involves a high level of responsibility, self-direction, problem-solving and team work. In our dynamic and fast-paced work environment, we place a high value on communication in order to successfully deliver programming. As we are a very small team, we need to be flexible with our schedules as well as work duties. We are looking for a passionate, hard-working, positive individual with excellent communication skills, who genuinely enjoys working in a team to celebrate local food systems and environmental education.

The Community Food Animator will assist with a variety of different programs. They will coordinate and manage the Loutet Community Farm Markets, including coordinating volunteers and seasonal staff. They will be the main point of contact for vendors (including recruiting, scheduling and ongoing communication), and will be responsible to ensure that our market is following BC Health Guidelines. The Community Food Animator will help to promote our markets, as well as other programming, through social media and event coordination.

The Community Food Animator will also participate with the Farm Team, including helping with harvest days, leading volunteer work parties, and assisting with general farm tasks. Finally, the Community Food Animator will contribute to our Education Programs by leading school tours and supporting the development of education programs.

### **General Responsibilities**

- Recruit and coordinate volunteers at community markets, harvest days, work parties and other volunteer events
- Recruit new vendors, ensure that all vendors have applicable permits, and communicate with vendors clearly and in a timely manner
- Ensure that all health and safety regulations are being followed

- Act as the public representative for the organization, including answering questions at market and mediating any possible conflict between vendors, members of the public, or volunteers
- Create engaging social media content with Program Coordinator
- Assist with event coordination and delivery
- Assist with vegetable harvest, including upholding high standards of quality and consistency and effectively communicating these standards to interns and volunteers
- Assist in the management and maintenance of our urban farms, including participating in various farm tasks when necessary
- Assist with developing and delivering hands-on learning programs and events for children and youth
- Educate children and youth using visits to school gardens and EGP gardens and farms

### **Qualifications & Eligibility**

- Excellent communication skills, great team player
- Ability to work long hours and maintain a flexible schedule that includes weekend and occasional evening work
- Physically fit and able to squat, bend and lift at least 40lbs
- Experience running markets, customer service, cash handling
- Experience supervising diverse volunteers
- Experience working with children in an outdoor setting
- Passionate about environmental education and growing food

### **Assets**

- Experience working in a non-profit environment
- Experience working in a small scale farm enterprise

North Shore Neighbourhood House values diversity and inclusion. We encourage all individuals to apply.

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\_Community Food Animator

Cover Letter and Resume: Please send 3 page maximum as 1 PDF file (1 page cover letter, 2 page resume)

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

Only successful applicants will be contacted for interviews. We appreciate your time and interest in applying.

