



# Produce Project Educator

Since 2010 The Produce Project has engaged youth from the Troy School District in all aspects of operating a 2-acre urban farm. During the summer and afterschool throughout the year, students learn how to grow and sell organic vegetables, while participating in lessons, cooking classes, and field trips designed to build life and job readiness skills, and expose them to new opportunities. Youth earn a stipend, school credit, and take a weekly produce share home to their families. The Educator's primary responsibility is planning and executing a year-round curriculum, from daily lessons and activities, to field trips and collaborations with guest educators, while cultivating our diverse community relationships. The Educator partners with the Produce Project Farm Manager to set and uphold the program culture; maintain a positive and learning-oriented environment, foster self-reflection and assessment, encourage teamwork, and promote positive and effective communication.

## RESPONSIBILITIES INCLUDE:

- In collaboration with the Produce Project's Farm manager, the Educator plans and delivers a well-structured year round curriculum for up to 20 youth that integrates with, and complements the farming schedule.
- Recruit, hire, orient, and assess all youth participants and interns.
- Plan and schedule field trips, guest educators, and community events.
- Maintain records for youth and interns including work schedules, payroll, and credit hours.
- Work with Farm Manager in the supervision of interns, youth leaders, and youth to optimize farm production.
- Oversee the weekly farm stand (May – October) and prepare youth for their role there.
- Collaborate with the Farm Manager to ensure successful farm operations, the "classroom" at the core of the program.

## QUALIFICATIONS:

- Bachelor's degree and at least two years of professional work experience.
- Experience in curriculum development, youth mentoring or education.
- Comfort working with, and mentoring a racially and socioeconomically diverse population of youth.
- Demonstrated organizational, project management, and cultural competency skills.
- Ability to work in a fast paced environment. A self-starter. Must be flexible and creative.
- Excellent written and verbal communication skills, as well as computer skills. Demonstrated proficiency with the Microsoft Office suite, particularly Excel.
- Farming and/or outdoors experience is helpful. Ability to work outside in all weather conditions and lift heavy objects.
- Must have a valid driver's license with the ability to drive and a driving record acceptable for insurance coverage.
- A willingness to roll up one's sleeves and contribute as needed to advance the program and organization.

## SALARY & BENEFITS:

This hourly, non-exempt full time position requires seasonal overtime (base salary \$30,680 plus overtime). We offer comprehensive medical insurance and partially covered dental insurance upon hire (benefit valued at ~\$7,800). In addition to generous vacation time, we observe 11 paid holidays and offer paid personal and sick time. You also have the option to enroll in our 403b retirement plan and are eligible for the Public Student Loan Forgiveness program.

**About Capital Roots:** Capital Roots is striving to create a more vibrant and equitable food system in New York's Capital Region by reducing the impact of poor nutrition on public health through community gardens, healthy food access, nutritional and horticultural education, as well as urban greening programs serving Albany, Rensselaer, Schenectady and southern Saratoga Counties. Our mission is to nourish healthy communities by providing access to fresh foods and green space for all.

**To learn more about Capital Roots, go to [www.capitalroots.org](http://www.capitalroots.org).** Capital Roots is an Equal Opportunity Employer that is committed to creating a multicultural organization. We actively seek a diverse pool of candidates for this position, especially candidates of color. We encourage all qualified candidates to apply. We will not discriminate in our hiring on the basis of race, ethnicity, national origin, age, gender, religion, sexual orientation, or disability.

## Send cover letter and resume to:

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**NO CALLS PLEASE!**