

JOB ANNOUNCEMENT: Farm Education Co-Coordinator
RED HOOK FARMS
Brooklyn, NY



Job Title: Farm Education Co-Coordinator (2 positions)
Reports to: Director of Farms
Type: full-time, permanent
Hours: 40 hours/week
Schedule: Tuesdays-Saturdays, April-November; Monday-Friday, December-April
Salary: \$52,000
Start date: immediate

Red Hook Farms, a project of Red Hook Initiative, is a youth-centered urban farming and food justice program in Red Hook, Brooklyn. We create opportunities for teens to expand their knowledge base, develop their leadership skills, and positively engage with each other, their community, and the environment. We operate two urban farm sites, and our programs include a teen farm apprenticeship, weekly farm stands, a CSA and Fresh Food Box, afterschool and summer middle school clubs, and a school workshop program. We strive to transform vacant lands into vibrant urban farms, improve access to healthy, affordable produce, and nurture a new generation of green leaders.

Position Overview:

The Farm Education Co-Coordinators together oversee all youth-focused educational programming at our two farm sites: the 2.75 acre Columbia Street Farm and the 1.1 acre Wolcott Street Farm. The Co-Coordinators lead a mix of hands-on and virtual workshops for the following programs: Farm-Based Learning (FBL) for school and camp groups, afterschool and summer programming for middle schoolers, and the Youth Farmers Teen Apprenticeship. The positions recruit, hire, mentor, and supervise 20-25 youth farmers. In addition, the Coordinator is responsible for maintaining the education-focused beds on the farms, as well as leading ongoing curriculum development, program planning, and evaluation. Regular data entry, email correspondence with participants, teachers, and colleagues, and other weekly admin work are critical responsibilities of this position. Other tasks may include social media posts and educational signage development.

Spring and fall schedule: Tuesdays and Thursdays are for in-person office time and in-person after-school (early evening) work sessions with the youth farmers. Wednesdays and Fridays are for in-person school workshops, maintaining education beds, and program planning. Saturdays are for in-person work sessions with the youth farmers; fall Saturdays also include supervising youth at farm stands.

Summer schedule: Tuesdays are office/admin hours; Wednesday - Friday are in-person sessions with the youth farmers and middle schoolers. Saturdays are for in-person work sessions with the youth farmers running farm stand.

Responsibilities:

- Work with your Co-Coordinator to meet the needs of all youth-focused educational programming at the farms;
- Supervise 20-25 teen apprentices;
- Build cohesive education team - schedule regular collaboration meetings with colleagues and seasonal educators, provide ongoing feedback and support development of action plans, identify strengths and challenges of team and strategize collaboratively for areas of growth and leadership;
- Manager relationships with local partners, schools, and peers orgs;
- Plan and lead in-person school visits for k-8th graders;
- Plan and lead afterschool and summer programming in collaboration with RHI's middle school program;
- Serve as mentor and session leader for teens and volunteers working on the farm; from June-November, supervise and support running of Saturday farm stand;
- Email, data entry, record-keeping, and other administrative tasks;
- Outreach to schools and regular correspondence with teachers for scheduling, follow up feedback, and surveys;
- Plan and lead spring training for teens, and then weekly curriculum re: best practices in agriculture, foundational topics such as botany and compost, as well as meta topics such as food sovereignty, race and farming, and explorations of identity in the field;
- Engage in a variety of farm tasks alongside the youth, including seeding, planting, composting, weeding, mowing, mulching, harvesting, processing, building, and repair.
- Maintain education areas on the farms through regular weeding, planting, etc;
- Organize and lead off-site (and potentially overnight) team building trip(s) with youth;
- Serve as primary liaisons with other programmatic teams at Red Hook Initiative;
- Collaborate with peer organizations around the city for conferences, trips, learning opportunities, advocacy campaigns, and other public events or related activities;
- Support with grant proposals and reporting, site visits from funders, elected officials, peer programs, and others;
- Collaborate on special events on the farms such as fundraisers and community festivals;
- Participate in staff meetings, social media outreach, and program planning.

Qualifications:

- 3-4 years experience working with youth in an outdoor setting;
- Strong collaborator and able to co-create roles with other Co-Coordinator;
- Able to balance being an educator, mentor, and supervisor for youth staff; understanding the unique opportunities and challenges of running educational programs within the context of a production-oriented farm;
- Ability to juggle multiple programs and adapt quickly to needs;
- Ready to work outside, in all types of weather;

- Creative, can take initiative, and implement projects; able to evolve and deepen existing programs while being open to exploring new ideas for programming;
- Able to lead groups of youth of all ages and volunteers on farm tasks;
- Commitment to social justice;
- Ability to work collaboratively with those from various racial, ethnic, religious, and socio-economic backgrounds;
- Outgoing, personable, able to effectively engage with youth and community members;
- Able to lift up to 25 pounds;
- Must show proof of COVID-19 vaccination by start date.

Preferred:

- Experience in urban farming or vegetable gardening;
- Social media savvy, particularly Instagram and Facebook;
- Knowledge of chicken and/or bee care;
- Graphic design skills;
- Comfortable using Microsoft suite and Google Drive;
- Proficient in verbal Spanish and/or Chinese;
- Has a valid Driver's License and able to drive a cargo/passenger van;
- Familiar with the Red Hook community as well as NYC urban agriculture community.

COMMITMENT TO DEI + EQUAL EMPLOYMENT OPPORTUNITY

RHI actively engages individuals from all backgrounds and is committed to embracing diversity across all areas and aspects of the organization. We firmly believe that an atmosphere of civility and mutual respect towards individual differences and embracing an inclusive and equitable environment is indispensable to building a successful organization, contributing to a positive and meaningful employment experience for staff, and advancing the best possible outcomes for the clients served by RHI's programs. We are also committed to community hiring and supporting the job prospects of Red Hook residents.

As an equal opportunity employer, RHI is committed to providing employment opportunities to all qualified individuals and does not discriminate against any employee or applicant on the basis of race, color, national origin, religion, sex, sexual orientation, gender, gender identity and expression, disability, age, marital status, military status, veteran status, pregnancy, parental status, genetic information, or any other characteristic or basis prohibited by applicable law.

COMPENSATION + BENEFITS

RHI strives to offer employees a competitive compensation and benefits package that reflects its core values and commitment to its staff. The salary for this role is \$52K. Additionally, RHI provides a comprehensive benefits package which includes medical, dental and vision coverage; 403b retirement plan; flexible spending accounts for out-of-pocket health, dependent and commuter expenses; life insurance and 24 PTO days.

This position is based on-site at RHI's office and two farm sites in Red Hook, Brooklyn. The ideal candidate should be within reasonable commuting distance to the farms or a resident of Red Hook or one of its neighboring communities in Brooklyn.

To apply:

Email resume and cover letter in a **single pdf** to veggies@rhicenter.org. Please write "Farm Education Co-Coordinator" in the subject line. Interviews will be scheduled as applications are received as we hope to fill this position as soon as possible. No calls please.