



FOODPRINTS GARDEN MANAGER

Updated May 2023

WHO WE ARE: FRESHFARM builds a more equitable, vibrant, sustainable, and resilient food future for the region by producing innovative solutions in partnership with local communities and organizations in the DC area. We create food access, economic development, and community building through hands-on education, farmers markets, and food distribution programs. FoodPrints is FRESHFARM's school-based food education program that aims to make positive changes in what children and their families eat by giving them hands-on experiences with growing, harvesting, cooking, and eating nutritious, fresh, local foods in season. We currently operate in 21 D.C. Public Elementary Schools, each of which has garden space that FoodPrints teachers use in classes. The FoodPrints Garden Team, run by the FoodPrints Garden Director & Instructional Coach, consists of them and two Garden Managers; we have one Garden Manager position open starting in Summer 2024.

WHO YOU ARE:

- An experienced gardener focused on food production, ideally in an urban and/or school setting
- A clear communicator with strong organizational and problem-solving skills
- Ideally you have familiarity with elementary science education topics and food, garden and environmental education programming

WHAT YOU'LL DO: FoodPrints Garden Managers, in collaboration with the FoodPrints garden team, manage & maintain school gardens. They also work closely with FoodPrints Instructional Coaches and Teachers and are responsible for garden-based project management and facilitating internal garden-related professional development.

Garden Management & Maintenance

- Develop seasonal planting schedules & maintenance plans
- Collaborate with Garden Team members on garden needs and projects
- Complete basic garden tasks and maintenance, including irrigation repair, organizing, cleaning & repairing tools, bed repair and/or building, sign making, etc.
- Support distribution of materials to school gardens across the city (seeds, seedlings, soil, tools, etc).
- Collaborate with partner schools and Lead Teachers to develop and manage school garden projects and events; plan installations & rebuilds and lead projects when necessary

Garden Coaching

- Direct and support FoodPrints Teachers with the overall management of assigned school gardens at partner schools including overseeing seasonal production, materials, budget, and maintenance
- Coach Teachers and be available to answer questions on all aspects of garden care & maintenance
- Send regular communications to Teachers regarding seasonal info & tasks and garden updates
- In partnership with Instructional Coaches, plan and lead professional development for teachers on garden maintenance and other garden-related topics and create resources and tools, as needed.

THE PERKS:

- Join a collaborative, diverse, & supportive team passionate about food, gardening, & sustainability
- Help FRESHFARM bring experiential food education to children and families across Washington, DC by managing beautiful, productive, and enriching school gardens
- Get access to fresh, local produce from our gardens!

THE DETAILS:

- This is a full-time (40 hrs/week), non-exempt position with an annual salary of \$58,000 - \$65,000
- The hours for this role will typically occur during Monday-Friday during standard business and school hours.
 - Some weekend or evening hours may be required infrequently for special projects or events; such projects or events will most likely occur during Fall or Spring.
- This employee will work at partner schools in DC, the FRESHFARM Office, and remotely.
- All full-time employees receive 72 hours annual sick leave, 11 annual holidays (8 hours each), 3 floating holidays per year, and accrue 80 hours of annual vacation leave (with increases after 3 and 6 years of service). This role will also be eligible for 12 weeks parental leave, 2 weeks prenatal leave (through DC paid family leave), and bereavement leave (as needed)
 - Typically, offices close for a 1 week winter break, which is paid for salaried employees
- Eligible to enroll in 100% employer-covered healthcare, short & long-term disability, life insurance, and EAP; generous employer coverage for vision & dental
- Eligible to contribute to a 403b plan (opt-in; Roth or post-tax).

PHYSICAL & OTHER REQUIREMENTS

- Ability to work outdoors in various weather conditions & remain in a stationary position and/or move about garden or classroom spaces for 6-8 hours per day, multiple days per week
- DCPS clearance (free of charge; FF will provide support to navigate this process as needed)
- Ability to lift, transport, or move objects up to 35 lbs
- Fully vaccinated against COVID-19 and has/will receive booster when eligible
- Access to a personal vehicle is required for transporting materials and supplies, and to commute to multiple locations daily. Standard mileage reimbursement is available.
- Access to personal smartphone required; \$25/month tech stipend provided for use
- This role requires access to a laptop with 8GB RAM and webcam. FRESHFARM will provide a triennial stipend of \$1000 to maintain or to purchase such a personal device, if needed.

HOW TO APPLY:

- [To apply, complete the application form.](#) Applications are reviewed on a rolling basis & close on 5/29
- Candidates selected to move on will be invited to a 1 hr virtual interview; finalists will be invited to complete a short hiring exercise (a gift card is provided as a thank you) and a 1 hr virtual interview

EQUAL OPPORTUNITY EMPLOYMENT

FRESHFARM is an equal-opportunity employer. We are committed to diversity and building an equitable and inclusive workplace for people of all backgrounds and experiences. **We encourage members of traditionally underrepresented groups to apply, including people of color, LGBTQ+ people, veterans, and people with disabilities.** We do not discriminate, and will take affirmative action measures to prevent discrimination against any employee or job applicant on the basis of race, color, national origin, gender, gender identity, gender expression, sexual orientation, age, religion, creed, disability, or veteran status in the following areas: employment, recruitment, or advertisements for employment; compensation, termination, upgrading, and promotions; any other conditions of employment.