



Garden Coordinator Job Description

RESPONSIBILITIES

Preliminary Activities

- Work with ED and staff to figure out what to plant and where, to be adjusted as needed
- Work with ED and staff to establish what adjustments/construction needs to occur before growing can begin. Figure out who will be responsible for what. Work with staff and the patrons to implement
- Work with ED and a friendly consultant on the plan to transform the garden into a source of revenue for the shelter/soup kitchen/care center. Come up with a great and functional business plan to sell garden produce to local restaurants and grocery stores and a plan to involve the cruise ship tourists in revenue raising through the garden
- Develop a volunteer involvement system to be adjusted as needed
- Developing a system to involve the patrons in the garden program, within the existing chore system and otherwise, to be adjusted
- Make a material list
- Help ED to “rent out” community garden space and work with staff to set up community growing containers

Starts and Plants

- Work with staff to set up an area for the starts, including lights, potential outside greenhouse, shelving, obtain all necessary materials, soil, grow cups, etc.

(For All 3 Harvests)

- Obtain all necessary seeds
- Coordinate planting sessions with volunteer groups and patrons
- Watch the starts and make sure that they grow up to be the best, healthy, most wonderful starts that can be
- Make sure the starts are not over or under watered, over or under-fed etc
- Involve TGH patrons in the start process

- Coordinate putting the starts outside to acclimate
- Coordinate all the transfers of starts outside with patrons and volunteers
- Check the outside and roof garden soil and make necessary adjustments prior to planting
- Forage for edible and helpful perennial plants and transplant into the garden

Garden Operations

- Together with staff ensure that the garden grows and produces a good amount of food
- Coordinate with patrons, volunteers, and yourself weeding, watering, fertilizing, planting new seeds, transferring plant starts, starting new starts
- Do what is necessary to make sure that the soil is good and nutritious
- Set up a compost system
- Train patrons and staff on how to use the compost system and incorporate kitchen waste into the system
- Oversee the putting the garden to bed before winter efforts

Patron/Volunteer Involvement

- Perfect a successful patron involvement system, making sure that the patrons of the Glory Hole work on/in the garden. **THIS IS ONE THE MOST IMPORTANT and MEANINGFUL PART OF THE WHOLE PROJECT**
- Ensure that patrons are involved in the garden on daily basis and that all necessary tasks are completed

Food Utilization

- Integrate of the garden produce into the Glory Hole meals and food boxes
- Work with staff and patrons on harvesting and cooking with garden produce
- Hold weekly “Meet the Vegetable” sessions
- Work on developing a sharing system between the Glory Hole and other social service agencies, like the St. Vincent De Paul Day Care program.

Outreach

- The garden is a great opportunity to bring attention to the issues of hunger, homelessness, sustainability, community, and resource utilization. The Garden Coordinator will work with ED and others to figure out how to do that.

DURATION AND HOURS

April – September 2012

Hours 30-40 per week

AREAS OF INTEREST

Community Development

Sustainable Agriculture/Sustainable Food Systems

Food Security/Urban Agriculture

Community Sustainability/Community Revitalization/Neighborhood Revitalization

Economic Development

Social Justice/Therapy/Social Work

Knowledge Sharing

QUALIFICATIONS

Knowledge of growing conditions and ability to successfully produce food in colder/wetter climates

Understanding of plants

Appreciation for perennials

Ability to work with and inspire diverse populations, including community volunteers, shelter/soup kitchen/care center clients, Glory Hole staff members, community work service/court appointed individuals, student groups

Culinary skills

Basic understanding of commercial kitchens

Ability to work with a varied, unpredictable food supply

Ability to incorporate garden produce into meals

Ability to communicate knowledge to diverse groups of people in an effective way

Ability to withstand occasional chaos

Organizational and effective coordination skills

Salvaging skills and imagination

Business acumen (preferable)

Believe in the therapeutic value of gardening for people, especially individuals who have experienced trauma

Social work experience (preferable)

Kindness, patience, and humility

