

PROJECT GROWS
ENVIRONMENTAL EDUCATION ASSISTANT
SUPERVISOR: DIRECTOR OF EDUCATION

Start Date: May 24th, 2021

End Date: August 4th, 2021

Hours: 22 hours a week over 10 ½ weeks

Compensation: \$12/hour



Project GROWS (PG) is a 501(c)3 nonprofit educational farm with a mission to improve the overall health of children and youth in Staunton, Waynesboro, and Augusta County, Virginia. We cultivate health by connecting children to nutritious food through 1) hands-on, garden-based education and 2) access to healthy local food.

Project GROWS cultivates 4 acres of mixed vegetables and perennial fruit on our farm in Augusta County, Virginia where we grow 12,000+ pounds of food each year. Our produce is donated or used in educational programs, and sold to Community Supported Agriculture members, at farmer's markets, through community food access initiatives, and wholesale to public schools and restaurants in order to sustain our programming. Project GROWS manages a 30-member Community Supported Agriculture (CSA) program and several local farmer's markets. We serve over 4,000 local youth each year with gardening, nutrition, and cooking education, and partner with 22 local agencies on food programs including field trips, summer camps, school garden projects, cooking programs, farm to school tastings, and online education lessons and videos.

Summary of Responsibilities

The Environmental Education Assistant will work closely with the Director of Education to facilitate on-farm education programming at Project GROWS for K-12 students during the summer. The Environmental Education Assistant will assist in all aspects of farm education and will:

- **Lead weekly field trip groups outdoors on the farm** from Staunton High School (9th-10th grade) the Boys and Girls Club (K-6th grade), Harrisonburg City Public Schools (K-5th grade), and the Staunton-Augusta Art Camp (1st-7th grade). Field trip activities include square foot gardening, harvesting and tasting veggies, participating in farm tasks, exploring our education space, and a short hike around our riparian buffer and pasture. *Note: All field trips this year are capped at ~20 students due to COVID-19 protocols.*
- **Take initiative to introduce short environmental education lesson components and games** into our existing farm curriculum (e.g., riparian buffer exploration; macroinvertebrate testing of our stream; scavenger hunts of native and invasive species in our pasture; and pollinator identification; soil investigation; ideas for free play in designated spaces on the farm).
- **Design and facilitate a short training** for staff on basic identification of commonly found species on our 10 acres
- **Provide direct support to guest instructors** from Science Delivered, Headwaters Soil and Water Conservation District, the Augusta Bird Club, who will be facilitating camp lessons.
- **Create a safe, positive learning environment** for learners through positive reinforcement, role-modeling, and cultural sensitivity
- **Lead set-up and tear-down** of all programs
- **Provide leadership in risk management** before, during, and after field trips (e.g., respond to emergencies, administer first aid, maintain first aid kits, and complete incident reports)
- **Maintain our COVID-19 safety protocols** for all campers
- **Manage the Project GROWS Facebook and Flickr photo account (1 hr/week)**

In addition to these responsibilities, the Environmental Education Assistant may carry out or participate in: supervision of Summer Youth Staff, training sessions for summer staff, farm tasks, running errands for field trip supplies, and farm tours.

Qualifications

- A strong work ethic and effective communication skills
- Experience working with children and confidence leading groups of 7-10 students of all ages in an outdoor setting
- Creativity, initiative, sense of humor, flexibility, and team spirit in an outdoor setting, especially when lesson plans need to change quickly because of weather or group needs
- *Recommended:* Basic working knowledge of flora and fauna commonly found in our area
- Enthusiasm for learning and teaching about the natural world and human cultural history
- Applicants must be able to lift 40+ pounds regularly (setting up pop-up tables, pop-up tents, and tent weights; carrying bins of supplies and 5 gallon water dispensers, etc) and be comfortable working outside in all conditions.

This position is ideal for a passionate and motivated person with strong interest in outdoor K-12 education who is pursuing a career related to teaching, environmental science, informal education in an outdoor setting, gardening/agriculture, or youth development, especially within the non-profit or for-profit sector. However, a willingness to work hard, learn new things, and work with children is most important.

Schedule

Applicants **MUST** have availability on **Tuesdays, Wednesdays, Thursdays, and Fridays**. *Of course, this schedule is subject to change without prior notice, written or otherwise, depending on the time of year, the specific needs of the organization, COVID-related adjustments and other considerations.*

MAY - TRAINING— The first two weeks have a more flexible schedule and can be negotiated with your supervisor. However, please mark your calendar for two other required training days to attend if possible.

- Child Advocacy Training (Tuesday, May 18th, 1:00-3:00)
- Summer Camp Staff Training, (Friday, June 4th, 10:00-12:30)

JUNE *Daily schedule includes a 30-minute unpaid lunch and regular water breaks.*

Monday	Tuesday (7 hours)	Wednesday (7 hours on 1st and 3rd weeks)	Thursday (~7 hrs)	Friday (~7 hours on 2nd and 4th weeks)
OFF	8:15-12:15 Staunton HS Field Trip to Farm 12:30 Lunch 1:15-3:15 phone call check-in w/ supervisor; Facebook posts; errands	9:15-4:15 Help supervise high school Summer Youth Staff cohort (every other Friday)	8:15-12:15 Staunton HS Field Trip to Farm 12:15 Lunch 1:00-3:30 Boys & Girls Club Field Trip	7:30-2:15 Little GROWers Mini Camp (2nd and 4th weeks) (every other Friday)

JULY

Daily schedule includes a 30-minute unpaid lunch and regular water breaks.

Monday	Tuesday (~7 hours)	Wednesday (~7 hours)	Thursday (~7 hours on 1st and 3rd weeks)	Friday (~7 hours on 2nd and 4th weeks)
OFF	8:15-12:15 Harrisonburg City Schools Field Trip to Farm 12:15 Lunch 1:00-3:30 Boys & Girls Club Field Trip	8:45-12:30 Staunton HS Field Trip to Farm 12:15 Lunch 1:00-3:00 weekly check-in w/ supervisor; Facebook posts; errands	9:15-4:15 Help supervise high school Summer Youth Staff cohort (every other Friday)	7:30-2:15 Little GROWers Mini Camp (every other Friday)

Other Requirements

- Cell phone communication.
- Reliable transportation.
- Valid operator / driver license and clean driving record.
- Criminal, child protective service and state police background checks will be required for final applicants.
- Compliance with pre-employment drug screening and ongoing compliance with random screening.
- Compliance with COVID-19 protocols established by PG to ensure health, safety and welfare of all parties.
- Ability to work independently and as a key part of the Project GROWS team.

Compensation and Additional Benefits

- This position is \$12/hour.
- This position includes a share of weekly seasonal produce from the farm.
- This also includes the opportunity to serve as a member of an amazing, supportive summer team. We are committed to personal growth and development, post-program reflection, and improving our programs over time by learning from our mistakes. Join us!

How to Apply

Please send resume, cover letter, and three professional references to **Nichole Barrows, Director of Education**, nichole@projectgrows.org. Questions? Please email nichole@projectgrows.org.

Project GROWS is committed to inclusion, trust, respect, and a collaborative work life. We are committed to being rooted in and of our communities where we serve. We are committed to equal employment opportunity regardless of race, color, ancestry, religion, sex, national origin, sexual orientation, age, citizenship, marital status, disability, gender identity or Veteran status.

For more information about Project GROWS, visit www.projectgrows.org