

## **Youth Garden Club Program Assistant**

### Job Description 2019

#### **Hours:**

10 hours of planning hours/gardening hours; and 1.5 hours per week, Wednesdays from 4pm-5:30 (with an option to do morning class 10-11:30am when school is out for summer break) from April through October 2019. Schedule to be determined before the season starts.

#### **Description:**

The Youth Garden Club is a drop-in afterschool program that runs 4-5pm weekly and includes a garden activity and/or craft, a healthy snack and storytime. The parents of children under 5 are asked to stay with their child during the program.

The Youth Garden Club Program Assistant is a responsible, enthusiastic, individual who is excellent with children aged 0-8. Working with the Youth Garden Club Program Manager, the Assistant will help to prepare and present weekly engaging age-appropriate lessons and crafts that relate to the garden.

#### **Responsibilities:**

- Assist the Program Manager during club time to lead engaging age-appropriate garden lessons and craft
- Arrive promptly by 4pm on the club days, stay after the meeting time to help clean up the garden area
- Completion of basic garden tasks, such as weeding, composting, planting, harvesting, watering, landscaping, etc. as directed by the Program Manager

#### **Requirements:**

- An enthusiasm for biodiversity, nature, gardening and community/cooperation.
- Gardening experience is a plus.
- Previous experience working with young children.
- Caring and nurturing attitude toward children.
- Ability to work in adverse weather conditions including heat, humidity, cold and light rain.
- Ability to lift 40 lbs. without difficulty.
- Reliability and promptness.
- Must be able to pass a criminal background check.

**To Apply:** Submit a resume and cover letter to [downtowngreens@gmail.com](mailto:downtowngreens@gmail.com)