



info.edenacres@gmail
(440) 479-4813
P.O. Box 51
Forest Grove, OR
97116



School Garden Coordinator and Educator

The School Garden Coordinator (SGC) works closely with the Forest Grove School District (FGSD) to develop and deliver school gardens and school garden curriculum and programming. The garden coordinator works closely with teachers to implement learning opportunities (such as in-class lessons, field trips, and lunch programs) that are age, development, and culturally relevant and appropriate, as well as Common Core/NGSS/STEAM aligned. The SGC is responsible for maintaining and developing school gardens in line with each school's unique needs and vision, supporting and providing resources for teachers, and working to increase accessibility and quality of garden-based programs district-wide. This is a part-time position with approximately 20 hrs/week (~640 hrs September 2021 - June 2022).

EdenAcres and FGSD value diversity and serve a community with a high percentage of spanish speaking and ESL families. Several of our elementary schools are bilingual schools where the entire school speaks english and spanish on alternating days. Spanish language is highly preferred for this position.

Responsibilities include:

Garden development and maintenance (~80 hrs)

- Work with k-12 teachers and the FGSD facilities team to develop and implement a garden maintenance and development plan.
- Collaborate with community and schools to design and develop learning garden classrooms
- Implement projects which enhance the physical space and increase accessibility and learning opportunities
- Write grants and manage donations to develop school garden projects
- Ensure continual safety of spaces and ensure any schools participating in tastings adhere to ODE Farm to School garden safety guidelines

Supervision and volunteer development

- Manage and train 2-3 Pacific University Work Study students in assisting with garden maintenance and garden-based programming
- Organize work parties and lead volunteer teams
- Advertise volunteer opportunities through email, online platforms, and informational flyers
- Work to involve families and community groups in garden events, summer programming, and development

Direct Instruction and Teacher Support: (~125 hrs)

- Deliver garden and outdoor-based lessons to classes k-8
- Coordinate field trip and community engagement opportunities
- Implement and support weekly garden Lunch and Recess Programming at each participating school

Curriculum and Professional Development: (~125 hrs)

- Assist and support teachers in developing age and culturally appropriate, place-based Common Core/NGSS/STEAM aligned garden-based curriculum
- Connect teachers to local resources and support for garden education

Professional development for Teachers (~80 hours)

- Garden Education workshops, organizing guest speakers, providing digital training videos/resources



EdenAcres
Environmental Education



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General Responsibilities: (~50 hrs)

- Maintain regular contact with EdenAcres about all activities.
 - Record hours, activities, and results.
- Track number of teachers, students, and student-hours. Take pictures and ask for photo releases.
- Track expenses and maintain budget.
- Implement program evaluation
- Update social media for program
- Generate end of year report of the program for the FGSD and EdenAcres

Required Skills & Characteristics:

- Excellent organizational skills and ability to coordinate groups of diverse participants
- Experience in managing people
- Experience in evaluation
- Resourceful, with strong problem solving skills
- Delegate tasks successfully
- Passion for outdoor and experiential education
- Experience working with children/youth ranging from k-12
- Gardening and design skills/Permaculture
- Understanding of public school settings

Preferred:

- Background in administration
- Bilingual English/Spanish strongly preferred

About the Forest Grove School District:

The Forest Grove School District comprises twelve schools, including eight elementary schools and four secondary schools. The FGSD serves over 6,000 students and their families in the Forest Grove and Cornelius communities. The FGSD implements the Gomez & Gomez Dual Language Program in varying degrees at Echo Shaw Elementary, Cornelius Elementary, Tom McCall Upper Elementary School, and Neil Armstrong Middle School.

About EdenAcres:

EdenAcres, along with the Forest Grove School District, supports the School Garden Coordinator position. EdenAcres is a non-profit organization which develops exciting, engaging, and curiosity-inspiring educational experiences in outdoor settings for learners of all ages.

www.edenacres.org

Hours and Compensation:

Approximately 20 hrs/wk, \$16.00 - \$20.00/hour DOE

How to apply:

Send your resume and cover letter to info.edenacres@gmail.com

Use 'School Garden Coordinator' in the subject line.

The application period will close at 5pm on Sunday, August 22.