



## Garden Manager Job Description

Growing Hope is a 18-year-old non-profit organization rooted in Ypsilanti, Michigan whose mission is to foster an equitable and sustainable local food system that empowers all people to grow, buy, sell, prepare, and eat nourishing food. We envision a community where all people--particularly those with barriers due to race, class, culture, language, ability, and mobility--have access to nourishing local food that is culturally appropriate and affordable. People can grow and prepare their own harvests, and may earn a living as a food grower, producer, or entrepreneur.

Our areas of work include Youth & Schools, Farm & Garden, Farmers Markets, and Food Entrepreneurship. Our programs primarily emanate from our two main spaces: The Growing Hope Urban Farm and the Ypsilanti Farmers MarketPlace. The Urban Farm is a multi-purpose space used for organic-practice production, garden demonstration, youth and adult education, and events. The Ypsilanti Farmers MarketPlace hosts the Ypsilanti Downtown Farmers Market, the Ypsi Area Online Market, and the Growing Hope Incubator Kitchen.

### Organizational Culture and Values

Our culture is rooted in our values: Transformation, Education, Justice & Equity, Placemaking, and Integrity. We commit to upholding inclusive practices and policies while creating space for courageous conversations as a staff and within our community. Instead of simply providing services, we aim to leverage the vast resources already within our community in order to empower and partner with participants and customers. We believe that community members have the ability to make their own decisions about their health and wellness goals and that Growing Hope acts as a resource to increase access and opportunities to meet these goals.

### About the Position:

The Garden Manager coordinates and leads programming at Growing Hope and within Ypsilanti related to home gardening and adult education. Major programs the Garden Manager is responsible for during the growing season include the Home Vegetable Garden Program, Seedling Distribution, and the Garden Workshop series. The Garden Manager uses the demonstration beds at our Urban Farm to lead workshops about different gardening techniques and strategies. This position collaborates with the Farm Manager to provide a welcoming and inclusive urban garden space in Ypsilanti. The Garden Manager will work with an intern during the summer who will help them manage their programs.

We are looking for someone who loves working with people *and* getting their hands dirty! The position requires teaching about sustainable/organic gardening practices and processing fresh produce. The Garden Manager connects the dots between land, housing, food, labor, and social justice. Their main goal is to offer resources and help build the capacity of Ypsi residents to build towards food sovereignty. This is a physically demanding position that will require comfort outdoors in all weather conditions.

### Responsibilities Include:

- **Garden Leadership (20%):** Support strategic planning and visioning of Garden Programs, advise on garden messaging as it relates to Growing Hope marketing/content creation, ensure garden programs are intersectional and are aligned with food justice work, and work with other program areas to integrate programming.
- **Program Implementation & Community Support (40%):** Oversee Growing Hope's garden programs including: Home Vegetable Garden program and community workshops. Work with Farm Manager to grow and care for

seedlings for these programs, facilitate resource distributions, lead farm tours and open hours, and manage interns & volunteers. Additionally, this role will maintain relationships with and assess support needs for Ypsilanti community gardens and home gardening community and design and implement outreach activities and campaigns for garden programs & workshops.

- **Urban Farm Site Maintenance (20%):** Assist Farm Manager to ensure Urban Farm is maintained for multi-purpose use and is a welcoming and inclusive space. Assist in maintaining Urban Farm site and infrastructure including children's garden, demonstration garden, sharing garden, and front garden beds. Work with Farm Manager and Market Manager to maintain Growing Hope vehicles and address Urban Farm site issues as needed.
- **Revenue Generation & Budgeting (10%):** Assist with program budgeting, cash flow & accounting processes and implementation for garden programming, create annual and multiyear garden revenue and expense budgets, and provide input and support as needed for farm and garden grant proposals and grant reporting.
- **Organizational Support (10%):** Participate in anti-racism, food sovereignty and food justice discussions and trainings, administrative activities (i.e timesheets, expense reports), professional development, weekly staff meetings, Growing Hope fundraising/fundraisers and community events, and community presence in Ypsilanti and Southeast Michigan as it relates to farm and garden programming.

#### **Qualifications:**

- Kind, calm, and open demeanor and attitude towards work, colleagues, and community
- Energetic approach to difficult tasks and ideas
- Comfort with/willingness to learn basic carpentry for building and repairing garden beds
- Ability to lift 30 lbs repeatedly, plus comfort with shoveling, bending, and kneeling
- Skilled oral and written communicator. Comfortable communicating in person, by phone, email, in front of groups, and to a variety of audiences.
- Ability to drive the company truck. Clean driving record and valid driver's license required.
- Basic understanding of the U.S. food system, the injustices in its structure and function, and the major contributors to that injustice. A deep desire to build a food system that's led by our community, in particular by those people most harmed by the current system (BIPOC, working class, disabled, elderly, etc.).

#### **Qualities that will enhance the application:**

- Experienced home gardener, and/or experience in teaching gardening and agriculture
- Has experience with Growing Hope's programs (Teen, HVG, Farm, etc.)
- Knowledge of cooking, canning, herb storage, and baking with fresh farm produce and willingness/ability to share that knowledge
- Comfortable working alongside youth (primarily teenagers)
- Preference given to Ypsilanti-area residents or those willing to relocate to and engage in the Ypsilanti community.

**Hours & Compensation:** \$36,000-\$39,000 depending on experience. Full-time salaried with benefits including paid time off, and health insurance (medical, dental, vision). This position will include evenings and weekends for meetings and events.

**To Apply:** Submit a resume and cover letter to [apply@growinghope.net](mailto:apply@growinghope.net). Preference given to applications received by **January 30th, 2021**, but the position will remain open until filled. Letters can be submitted in the form of a written document, video or audio format.

*Growing Hope encourages people of color and individuals who possess an in-depth understanding of poverty or economic hardship to apply. We welcome a diverse pool of applicants and make employment decisions on the basis of merit. We do not discriminate potential employees based on race, creed, age, physical ability, national origin, sex, gender identity, sexual orientation or marital status. Accommodations will be made so that the application process and position is made accessible for qualified applicants.*