



Grow to Learn NYC: Green Beetz School Manager Job Description

Project Information

GrowNYC is seeking a **Green Beetz School Manager** for **Grow to Learn NYC**: The Citywide School Gardens Initiative. Grow to Learn supports the growth of school gardens that are responsive to the needs of New York City communities and transformative for student learning in the classroom, the cafeteria, and beyond. Working under the direction of the Grow to Learn Director, the Green Beetz School Manager will work with registered Grow to Learn schools throughout the five boroughs to pilot a school based nutrition curriculum targeted at positively influencing student attitudes and behaviors towards healthy foods.



Green Beetz School Manager

The Green Beetz School Manager will work to pilot the Green Beetz Program in 5-10 schools during the 2015-16 school year. Schools in the program will be supported to implement the Green Beetz nutrition curriculum in ten to twenty 4th and/or 5th grade classrooms and to connect students and teachers involved in the program to a productive edible school garden. The 11 curriculum modules will be taught during the Fall and the Spring semesters in participating schools. The Green Beetz School Manager will be focused both on programmatic management and on implementing a targeted evaluation process for the program. Evaluations of the pilot year will inform future work around edible gardens and nutrition education in Grow to Learn registered schools. With a focus on New York City neighborhoods that fit Grow to Learn's priority profile (high poverty, low consumption of fresh fruit and vegetables, and low access to green space), the Green Beetz School Manager will conduct outreach, connect schools to Grow to Learn's network of resources, facilitate the funding and training for schools interested in connecting their garden programs to nutrition, and provide ongoing site based technical assistance and quality improvement support.

The ideal candidate for this position is committed to helping every school in New York City meet a vision for a healthy, vibrant school environment that connects wellness and student learning. We know that students learn better when they are active, have enough healthy food to eat, and are being taught in a way that is hands-on and real world relevant. On a daily basis, the School Gardens Manager will partner with government and non-government organizations to identify and conduct outreach to interested schools; work directly with school administrators, teachers, parents, and volunteers to build community support and deliver a high quality program; provide technical training to support the delivery of the Green Beetz curriculum and the ongoing maintenance of an edible garden; connect these schools with additional garden or teaching resources; plan and implement community focused events at participating schools; and administer a grant application process. This person will also design and carry out evaluation of these school garden programs in order to provide action plan recommendations to each participating



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school, manage communications and social media presence for the program, and assist in developing informational tools and website content.

Grow to Learn is looking for a team player who works well in a collaborative environment and knows how to take initiative on a wide range of projects. The Green Beetz School Manager is in charge of holding community meetings and trainings, so comfort with public speaking is a must; the ideal candidate has experience in training or coaching environments. The Green Beetz School Manager position works citywide and must be able and willing to travel independently, maintain a highly organized calendar, and manage multiple assignments, deadlines, and responsibilities.

Well-qualified candidates will also ideally possess:

- Undergraduate degree and/or at least three years experience in community organizing or non-profit organizations
- Experience working in schools or in a professional education environment. Ideally, candidates will have a background in teaching or youth development.
- Comfort using media as a teaching tool
- Gardening/farming and horticulture knowledge
- Experience with nutrition or wellness programming
- Equal comfort working in outdoor and office environments
- Strong verbal and written communications skills, including clear and effective public presentations and materials development
- Ability to pass security clearance procedure including fingerprinting and criminal history review by the NYC Department of Education
- Second language skills preferred

The Green Beetz School Manager position is full-time with an annual salary ranging from the high 40s to mid 50s commensurate with experience, and a generous benefit package.

Qualified applicants should submit a cover letter, resume and two professional references to Jessie Kerr-Vanderslice, Director of Grow to Learn, at jkerr-vanderslice@grownyc.org. Please include "Green Beetz School Manager Application" in the subject line. Interested candidates should submit application materials by August 14th, 2015. Interviews will begin immediately and will continue until the position is filled. GrowNYC is an Affirmative Action Equal Opportunity Employer and hires without regard to race, gender, religion, age, sexual orientation or physical disability.

GrowNYC is a hands-on non-profit which improves New York City's quality of life through environmental programs that transform communities block by block and empower all New Yorkers to secure a clean and healthy environment for future generations. GrowNYC was originally created in 1970 as the Council on the Environment of New York City. Born out of the spirit of the first Earth Day, the Council was initially a policy-based organization, writing comprehensive reports about quality of life issues like air quality, traffic, and noise. Over the past 40 years we've worked to become more engaged with New York City and its citizens. Whether it's operating the world famous Union Square Greenmarket, building a new community garden, teaching



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young people about the environment, or improving recycling awareness, if you're a New Yorker, GrowNYC is working near you!

For more information, visit us at www.grownyc.org