

GREEN CORPS PROGRAM

Cleveland Botanical Garden Green Corps is a seasonal work-study program for high school students in Cleveland. Students work as a team to maintain Learning Farms, sell produce to neighbors and at markets, and make *Ripe >From Downtown™* salsa. Throughout the season, students follow a curriculum based on life and works skills, agriculture, community and environmental stewardship, and sustainability. As part of this dynamic program, students work together to make their own lives and their own communities better.

LEARNING FARM SITE MANAGER

Position Description

Hiring: We will begin the recruiting/hiring process for this position in February 2010.

Date of Position: April 1 (or sooner) through October, with somewhat flexible start and end; 40 hours per week

Primary Function: This seasonal full-time position requires a high-energy individual who will be an integral member of the Green Corps team with responsibility for the day-to-day operation of a Cleveland Botanical Garden Learning Farm site including planting, maintenance and harvesting as well as the overall education and management of the student employees.

Primary Responsibilities:

- Assist in the process of recruiting and hiring students for the Green Corps program.
- Build and maintain positive relationships with each Green Corps student.
- Build and maintain a healthy, safe, and supportive work and learning environment within the Green Corps Learning Farm.
- Under the supervision of the Green Corps Youth manager, teach curriculum.
- Assign daily work and ensure students' meet work requirements.
- Evaluate students' work, behavior, and learning performance using specified tools and format.
- Act as a liaison with students' parents and Learning Farm neighbors and community members.
- Under the supervision of the Green Corps Farm Manager, manage the day-to-day operation of a Learning Farm site, which involves general garden maintenance tasks such as, but not limited to, planting, pruning, watering, weeding, mulching and fertilizing.
- Participate in production and marketing of *Ripe from Downtown™* products.
- Lead volunteer groups, tours, and community programming in the Learning Farm.
- Maintain basic Learning Farm records including student files, gardening records, harvest and market tracking, and volunteer statistics.
- Assist with planning and carrying out Learning Farm Open House, other CBG events, and Green Corps' farmer's market stand.
- Provide direction to the work of Green Corps Crew Leaders.
- Provide feedback to Cleveland Botanical Gardens on ways to improve and grow the Green Corps program.
- Perform other duties as assigned.

Qualifications: Candidates must be at least 21 years old – an Associate or Bachelor degree in horticulture, education, child-youth development, agriculture or a related area is preferred and/or relevant experience or background required. Experience working with youth is highly desirable. The ability to work in collaborative relationships with people of diverse backgrounds, as well as excellent communications skills is essential. Valid Ohio Driver's License and acceptable driving record required to be covered on the Garden's vehicle insurance policy.

Extensive staff training provided on teaching skills and gardening/agriculture.

Cleveland Botanical Garden offers a competitive compensation & benefit package and a dynamic work environment.

Cleveland Botanical Garden is an Equal Opportunity Employer committed to hiring a diverse and talented workforce. The Garden seeks skilled, knowledgeable and experienced individuals to join our staff and enhance our reputation as one of the country's foremost public gardens.

To apply, send cover letter and resume with salary requirements to:

Human Resource Manager
Cleveland Botanical Garden
11030 East Boulevard
Cleveland, OH 44106

Email: hr@cbgarden.org

Fax: 216-721-1694

No phone calls, please.

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GREEN CORPS YOUTH CREW LEADER Position Description

Hiring: We will begin the recruiting/hiring process for this position in February 2010.

Date of Position: May through August, with somewhat flexible start and end; 40 hours per week

Primary Function: This seasonal internship requires a high-energy individual who will be an integral member of the Green Corps team. Responsibilities include the daily programming and supervision of Green Corps youth, their farm work instruction, youth development, student mentoring and supportive team building.

Primary Responsibilities:

- Assist with daily field operations, supervising student activities and leading the youth crew in the performance of general farm maintenance tasks including, but not limited to, planting; pruning; watering; weeding; mulching; fertilizing.
- In coordination with Learning Farm Site Manager, teach curriculum, evaluate student performance, and create positive relationships and group dynamics with students.
- Participate in production and marketing of *Ripe from Downtown®* products.
- Along with the Learning Farm Site Manager, lead volunteer groups, tours, and community programming in the Learning Farm.
- Assist with planning and carrying out Learning Farm Open House, other CBG events, and Green Corps' farmer's market stand.
- Assist with maintenance of basic Learning Farm records including student files, gardening records, harvest and market tracking, and volunteer statistics.
- Provide feedback to Cleveland Botanical Gardens on ways to improve and grow the Green Corps program.
- Perform other duties as assigned.

Qualifications: Candidates at least 19 years old – experience in horticulture, education, child-youth development, agriculture or a related area is preferred. Experience working with youth is highly desirable. The ability to work in collaborative relationships with people of diverse backgrounds, as well as excellent communication and leadership skills are essential. Valid Ohio Driver's License and acceptable driving record required to be covered on the Garden's vehicle insurance policy

This position may be tailored to meet college internship or credit requirements.

Extensive staff training provided on teaching skills and gardening/agriculture.

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