



650 Suffolk Street, Suite G10
Lowell, MA 01854
978-455-2620
MillCityGrows.org

Position: Summer Youth Coordinator

Employment Status: Full Time, Seasonal

Employment Dates: June 26th - August 18th

Hours: Monday through Friday - 7:30 am - 2:30 pm

Organization Description: Mill City Grows (MCG) was founded in 2011 as a catalyst for food justice, ensuring that all people of Lowell have access to culturally connected food, land, and education. Our programs have grown from a single community garden to include: food, nutrition and advocacy education for people of all ages; community, school and market gardens; working urban farms; mobile markets and farm shares; and above all encouraging and supporting people to grow their own food. MCG infuses food production spaces with food education to increase food sovereignty, universal access to fresh produce, and promote environmental sustainability throughout Lowell.

Position Description: The role of the Summer Youth Coordinator will be based in Mill City Grows' School Education Department and will function as a liaison with Lowell Public Schools staff and faculty. The primary focus of the Summer Youth Coordinator will be to support our summer school education programming and school gardens.

The Summer Youth Coordinator reports to the School Education Manager.

Responsibilities:

School Garden Program

- Maintain school gardens by rebuilding garden beds and compost structures, wood chipping, and other projects as assigned
- Perform and teach others how to perform general garden tasks; weeding, transplanting, harvesting, and other tasks as assigned
- Build, transport, and implement school garden based structures for our school gardens sites: shade tents, sheds, and seating
- Support and lead volunteers groups in our school garden sites
- Occasionally support our School Garden Leadership Teams by attending meetings and provide garden related assistance as needed
- Work directly with program partners and educators in the Lowell Public School district, supporting strong and effective relationships with these partners

Youth Education Program

- Facilitate and support in Mill City Grows summer programs: farm field trips, summer school, and professional developments opportunities
- Supervise and lead our three youth apprentices in day to day activities

- Provide support opportunities for LPS teachers outside of your host programming sites, on an as requested or as assigned basis

Work Environment: Work to be conducted primarily at Mill City Grows HQ, however some work will be conducted at:

- Lowell Public Schools (LPS) premises or LPS School Gardens
- Community or community gardens
- urban farm locations
- Mill City Grows Headquarters

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Some lifting (up to 50 lbs)
- Prolonged periods of standing and/or walking
- Low postures such as bending, kneeling, and crouching
- Exposure to various weather conditions
- Keyboarding/screens
- Working around crowds

Qualifications:

- Driver's License required
- Familiarity with gardening, teaching and youth development is preferred.
- Strong communication skills with students and teachers of all ages
- Organizational skills and competency utilize Google Suites (Drive, Sheets, Doc, Form, Slides)
- Experience working with K-8 students on hands-on engaging food justice based curriculum
- Interest in gardening, cooking, nutrition, local food systems, and sharing with others
- Bilingual in Spanish, Portuguese, Khmer is a plus!
- ServSafe, CPR/AED, FoodSafe certifications are a plus!

Compensation: \$21/hour, up to 40 hours a week.

Benefits Offered: Parking and an accessible office location in Lowell is available. This position will require some evening/weekend hours. Benefits include:401K with employer match, paid time off on the July 4th holiday, 24 hours of paid time off and farm-fresh veggies!

To Apply: Please send your resume, cover letter, and three references to hr@millcitygrows.org with the subject line “**Summer Youth Coordinator**”

Mill City Grows is an Equal Opportunity Employer. We will not discriminate against employees or applicants for employment on any legally recognized basis including but not limited to: veteran status, uniform member status, race, color, religion, sex, sexual orientation, national origin, ancestry, age, physical or mental disability, genetic information, or any other protected class under federal, state or local law. Consistent with the policy of nondiscrimination, Mill City Grows will provide reasonable accommodations to a qualified individual with a disability as defined by the ADA and similar state laws. Mill City Grows especially encourages local residents to apply.