

Job Description



of Memphis

JOB TITLE: Youth Farm Program Facilitator

DEPARTMENT(S): Program, Youth Farm

REPORTS TO: Youth Farm Manager of Programs

FLSA: Exempt, Part-Time Hourly

40 hours Summer, 30 hours School-Year

JOB PURPOSE:

The Youth Farm Program Facilitator will work directly with the Youth Farm Manager of Programs and Youth Farm Manager of Operations to provide quality facilitation of the Girls Inc. Youth Farm program. Facilitator will provide supervision and development of program participants, create and maintain a Girls Inc. Experience environment, and provide documentation as needed.

Essential Job Functions:

- Facilitate age-appropriate and outcome driven Girls Inc. curricula with girls ages 6 – 18
- Actively ensure the program environment is in alignment and support of the Girls Inc. Experience at all times
- Engage in training and professional development to grow in knowledge and application of topics including: Girls Inc. mission, vision and approach; youth development best practices; program outcome measurement; group dynamics; girl-centric awareness.
- Assist in planting, harvesting, and selling farm fresh produce at various locations
- Build and engage collaborative community relationships to support the farm program
- Provide school-based Farm to Table curriculum to schools K-12 in the Frayser area
- Assist in selecting youth farm participants annually
- Work collaboratively with all agency program staff to ensure continuity of program delivery and support
- Provide appropriate supervision of participants at all times including: field trips, van and in the center
- Work with participants in small groups and individually to ensure the girls actively participate in programs
- Assist with building janitorial needs, maintenance needs and equipment inventory
- Follow all agency policy and procedures as outlined in the staff handbook

- Provide feedback and insight of participant needs and issues with program leadership
- Welcome and solicit feedback for ongoing growth and development

Qualifications:

- An articulated belief in the mission of Girls Inc.
- Must model the Girls Inc. mission of a Strong, Smart, Bold individual with a can-do attitude
- Youth development experience
- Knowledge of/interest in sustainable agriculture, entrepreneurship, social justice, civic engagement, public health, building communities, and food systems
- Effective written, oral and presentation skills

Special Requirements:

- Current valid driver's license and insurance with reliable transportation
- Ability to work nights and weekends
- Must be able to lift 50 lbs. and work outdoors in all weather conditions performing a diversity of farm tasks

APPROVALS:

_____	_____	_____
Name	Title	Date
_____	_____	_____
Name	Title	Date

SUPERSEDES JOB DESCRIPTION DATED PRIOR TO _____

The above description is intended to describe the general content, identify the essential job functions, and set forth the requirements for the performance of this job. It is not to be construed as an exhaustive statement of job functions or requirements.

GIRLS INC. IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER