



**POSITION POSTING  
COMMUNITY GROUNDWORKS, INC.  
TROY KIDS' GARDEN EDUCATOR INTERNSHIP**

**Title:** Troy Kids' Garden - Garden Educator Internship

**Reports To:** Kids' Garden Manager

***Internship Expectations***

Troy Kids' Garden Youth Program Interns work with children in the award-winning Kids' Garden, tallgrass prairie, edible landscape and sugar maple woodland. Through this internship, interns can expect to gain environmental and experiential education skills, organic gardening knowledge and skills, experience developing and implementing nature and garden studies curriculum, experience team teaching in a collaborative environment, opportunities to contribute to an innovative community-based land stewardship project, and be an active member of a diverse learning community.

***Specific Duties and Responsibilities***

- Interns will be involved in all aspects of our educational programs including lesson planning, activity development and teaching, and developing educational materials
- Interns will be expected to supervise adult and youth volunteers
- Interns are expected to arrive on time and be ready to work for every shift
- At times, interns may have to work in inclement weather or may be asked to adjust their work hours to accommodate the weather
- Interns will adopt a garden bed, referred to as their "Garden Baby" and are expected to give weekly reports during field walks throughout the summer
- Interns will participate in weekly professional development experiences during the summer session, as well as other training opportunities throughout the season.
- Interns will complete at least one self-directed project throughout the course of the season. Project selection is based on intern interest and needs of the garden. Past examples have included outdoor art installations, developing new lessons & activities, and compost system management, among others.

***Required Knowledge, Skills & Abilities***

- Excellent communication skills and ability to work well with others
- Ability to work outdoors in a variety of weather conditions
- Experience working with school-aged children
- Interest and willingness to learn about organic gardening, and participate in both the physical and mental work that gardening requires

***Time Commitment***

- Summer Schedule- June 11 to August 10  
Monday-Friday: 8:30am - 3:30pm
- Spring/Fall Schedule- April 16 to June 8 / September 5 to October 26  
Monday/Wednesday: 2:00pm - 5:30pm

### ***Compensation***

- The hours for this internship are based on a rate of \$2,175 for 300 hours
- The pay rate is \$7.25/hr. Interns must record their hours daily on the supplied timesheet.
- Depending on the intern's spring and fall availability, we anticipate that interns will complete between 200 and 350 hours, but interns will be paid according to hours worked
- Interns will receive monthly payments.

You may be eligible for academic credit for your internship. Please negotiate the terms of any academic credit directly with your faculty sponsor, and discuss with the Kids' Garden Manager prior to the start of your internship.

### ***Extras***

As an intern with the Youth Farm, we invite you to participate in the many different opportunities and events at Community GroundWorks. For example, interns are invited to participate in restoration and land stewardships workshops on the land at Troy Gardens, listen in on Troy Farm classes about organic CSA farming, visit the Thursday evening farm stand, and attend community events throughout the season. Interns may also choose to participate in an Intern Swap to visit another Community GroundWorks program for a day.

### ***Available Positions***

- Two paid full-season internships are available.
- Two summer-only internships are available.

If no qualified applicants are available for the position timelines listed above, applicants for single seasons (spring/summer/fall) will be considered.

### ***How to Apply***

Please submit cover letter and resume to [ginny@communitygroundworks.org](mailto:ginny@communitygroundworks.org)

- In your resume, include contact information for two professional references.

Requirements of cover letter:

- 1-2 pages (maximum)
- Your preferred start & end date
- Brief description of your experience growing vegetables
- Brief description of your experience with working with children
- The community at the Kids' Garden values diversity. How has diversity contributed to success in other aspects of your life?

Application deadline: **February 15, 2018.**

Qualified applicants will be contacted for an interview date after the deadline has passed.