



**Position:** School Program Educator

**Compensation:** \$16-17/hr, commensurate with experience

**Type:** Full-Time, Hourly

**Start Date:** September 10

**Schedule:** Monday-Friday, hours vary

**About Us:** Harlem Grown's mission is to inspire youth to live healthy and ambitious lives through mentorship and hands-on education in urban farming, sustainability, and nutrition.

**Our Farms & Facilities:** Harlem Grown operates two soil-based urban farms and one hydroponic greenhouse, and is currently building two soil-based school gardens, as well as a new soil-based farm and hydroponic facility. Our offices and properties are located between West 123 and 135 Streets in Central Harlem, Manhattan.

**Our Programs:** Harlem Grown provides youth and community development programs focused on urban farming, wellness, and sustainability. Our youth focused programs include intensive school partnerships placing sustainability mentors in schools, as well as educational farm tours, summer camp, a Saturday leadership program, and a workforce development program for at-risk young adults. Our community development programs include wellness workshops, special events, commercial and community food scrap collection for composting, and fresh farm produce distribution to participants, volunteers, and neighborhood residents.

**Job Overview:** The School Program Educator is responsible for the planning, implementation, and evaluation of Harlem Grown's in-school youth education programs. The Educator plays a key role in implementing lesson plans as part of Harlem Grown's Food & Farm curriculum. With the school mentor and farm manager, the Educator is responsible for helping to maintain the school garden. This position requires a passionate commitment to Harlem Grown's mission and to working with youth, as well as a strong knowledge of nutrition, cooking and gardening or farming. The Educator will be required to work some evening, weekend, and special event hours as needed.

**Responsibilities:**

- Work closely with the School Program Coordinator and School Program Manager to implement Harlem Grown's in-school youth program
- Lead engaging, age-appropriate lesson plans as part of Harlem Grown's Food & Farm curriculum
- Cultivate and manage relationships with key stakeholders at partner schools



- Coordinate Harlem Grown related special programs and workshops at partner schools
- Manage and implement Harlem Grown’s evaluation framework to assess the strengths and effectiveness of in-school programming, and to identify areas for improvement
- Assist the development team to develop funding proposals for the programs to help ensure the continuous delivery of services and complete reports on the programs as needed for funders and grant reporting
- Follow all policies and procedures for in-school programs to ensure activities comply with legal and professional standards
- Document all in-school program activities and maintain detailed records
- Assist with Harlem Grown marketing and outreach efforts, including promotional events, as needed
- Work as a team member to support Harlem Grown initiatives and programs
- Serve as a role model for youth and reinforce Harlem Grown’s values of honesty, respect, and responsibility
- Perform other tasks and responsibilities as assigned by Harlem Grown

**Qualifications:**

- Experience in youth education, teaching, or public speaking
- Effective classroom management skills
- Excellent organizational, communication and project management skills
- Gardening or farming experience, and knowledge of organic and sustainable practices, a plus
- Cooking or nutrition experience or knowledge, a plus
- Motivated, creative and punctual, able to work both independently and as part of a team
- Flexibility to work overtime, during mornings, nights or weekends
- Spanish language fluency, a plus

**How to Apply:**

Please send resume and cover letter to [info@harlemgrown.org](mailto:info@harlemgrown.org). Please write “School Program Educator -” followed by your first and last name in the subject line.

Applications will be accepted on a rolling basis until the position is filled. Priority will be given to applications received by September 1.