

THE MANAV FOUNDATION / OUR TABLE COOPERATIVE

13390 SW MORGAN RD, SHERWOOD OR 97140

FARM AND GARDEN EDUCATOR

Part-time year round with seasonal variability

COMPANY DESCRIPTION

The Manav Foundation is a 501(C)(3) non-profit organization based in Sherwood, Oregon with a mission to Provide education and support services that promote and build a locally adapted culture and economy. Founded in August 2011 by Machelles and Narendra Varma, the goal of the Foundation is to help facilitate a more human-scaled future by encouraging a local, place-based culture and economy. The word manav translates as “humanity” in English and the Foundation is the educational and non-profit arm of Our Table Cooperative. The Foundation uses Our Table Cooperative’s farm, located at 13390 SW Morgan Rd, Sherwood Oregon, as a living classroom and venue for its activities. For the most part, the Foundation relies on income generated by its activities to fund its operations; however, a small portion of its budget relies on grants and donations to help provide scholarships and fund capital projects.

JOB DESCRIPTION

The Farm & Garden Educator will work closely with the Board of the Foundation as well as with the staff of Our Table Cooperative to:

- Lead a complete range of educational activities focusing on children aged 6-12 including regular field trips integrated with the elementary school STEM curriculum, farm camps, and so on.
- Lead occasional farm tours and day-long camps for children and adults.
- Help maintain the Foundation’s demonstration and learning facilities located on the Our Table Cooperative farm.

The job is a mix of high-level strategy and curriculum development, combined with all the hands-on work required to create, promote, run, and teach a full slate of educational

courses for students of all ages and skill-levels. It requires a capable multitasker who understands the fullness of what we want to achieve, is willing to add their creative energy and heart to the job, and can take full ownership of all aspects of their role.

RESPONSIBILITIES

- Collaborate with the staff and Board to plan the Foundation's educational courses.
- Develop curriculum and instruction for fieldtrips, camps, and special events.
- Perform administrative tasks related to promoting and running courses including some marketing and promotion, student registration, course logistics, and so on.
- Teach courses as appropriate and engage outside instructors as necessary.
- Maintain the foundation's learning and demonstration gardens/facilities. This may include hands-on work to install and maintain plantings and other related facilities.
- Liaise with Our Table Cooperative staff on various shared goals and facilities.
- Manage additional seasonal staff for fieldtrips, camps, and special events.
- Develop and maintain relationships with local schools, organizations, and volunteers.
- Regularly gather feedback from course attendees and the community to help improve the foundation's offerings.
- Assist with administrative duties as needed, including but not limited to grant writing, report tracking, seasonal staff management, special project management, etc.
- Other related activities, as necessary.

QUALIFICATIONS

- Bachelor's degree or equivalent experience.
- Broad functional experience with teaching and managing educational activities.
- Strong desire to help children develop a mindful relationship with nature and an understanding of the important role sustainable farming plays in our community and food systems.

- Must work well independently.
- Excellent written and oral communication skills.
- Demonstrated hands-on gardening and/or farming skills.
- Knowledge of sustainable farming practices and an interest in wildlife conservation.
- Willingness to work in variety of weather conditions.
- Positive attitude and energetic personality.
- Creative thinker.
- Strong knowledge and passion for food, agriculture, gardening and livestock.
- Excellent interpersonal and motivational skills, and willingness to work with a diverse group of people.
- Commitment to the philosophy and mission of the Foundation and Our Table Cooperative.
- Sense of humor.
- Love for people of all ages and a desire to work with and teach everyone from children to adults to the elderly.
- Experience with food and farming, particularly in the Portland, Oregon area, is a plus.
- Experience with non-profit and/or educational organizations a plus.
- Willingness to participate in a startup environment where it will be necessary to wear many “hats” at different times.
- Building and gardening skills a plus, including ability to lift 30-50 lbs., a plus

PHYSICAL REQUIREMENTS:

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.

- Regularly required to sit or stand, bend, climb, and reach.
- Lift up to 30 pounds without assistance.
- Ability to work outside in all weather conditions.

DETAILS

Employment starts as soon as possible.

Working Hours: This is an hourly part-time position working a flexible and highly variable average of 10- 20 hours per week.

IMPORTANT NOTICE

The job duties, responsibilities, requirements, conditions, physical requirements, and work environment listed in this job description are examples of the tasks that an employee may be required to perform. The Manav Foundation reserves the right to revise the job description at any time and to require employees to perform other tasks as circumstances or conditions of the business change. The Manav Foundation provides equal employment opportunity to all employees and applicants in accordance with applicable federal and state laws.

COMPENSATION

Hourly wage depending on experience