

Summer Assistant Gardener Position Description

Position type: Part-Time/Seasonal, June-August 2024

Hours: Flexible, approx. 12-20 hours per week

Reporting to: Garden Operations Manager

Pay range: Hourly, \$24/hour plus travel expenses

About CitySprouts: The CitySprouts mission is to cultivate curiosity and wonder for all children with hands-on science learning through urban gardening. Established in 2001, CitySprouts' in-school and out-of-school time programs currently operate in partnership with 24 Boston and Cambridge public schools.

The Position: We seek an experienced gardener who will be responsible for the care, upkeep, and maintenance of 6-8 schoolyard gardens each week. The successful candidate enjoys working outdoors and has a strong understanding of plant care. Applicants must be able to commit from Mid-June through the end of August, have a willingness to work in all kinds of weather, and be able to carry out the following gardening responsibilities. ***For the right candidate, this position could be combined with the Summer Volunteer Coordinator to create a full time position.***

How to apply: send a cover letter and resume to mkartoz@citysprouts.org.

Summer Volunteer Coordinator responsibilities (June-August)

- Train and support volunteers in garden care
- Communicate with volunteers weekly providing onsite, email, and direct outreach
- Work alongside volunteers in gardens, demonstrating gardening techniques
- Update volunteer information and track volunteer hours in Salesforce database
- Assist with planning and hosting volunteer events

Assistant Gardener responsibilities (June-August)

- Tend plant beds, weeding and maintaining appropriate soil moisture levels
- Monitor insect and pest activity
- Plant flower & vegetable seeds and seedlings as needed
- Harvest produce as needed and assist with distribution
- Maintain and repair garden beds
- Maintain garden tools and garden machinery
- Ensure that the shed is clean and organized for volunteers
- Ensure that garden beds and paths are free of garbage, leaves, compost, etc.

Requirements for the position:

- Share the CitySprouts mission
- Minimum 2 years experience creating and maintaining raised-bed gardens, specifically vegetables, flowers, and pollinator gardens - urban garden experience a plus
- Comfortable working in all weather and seasons

- Attention to detail
- Ability to work independently and use initiative
- Interpersonal skills to communicate plant care information to others
- Math skills to calculate organic fertilizer and pest control application dilutions and application
- Driver's license and access to car transportation
- Ability to perform physical labor including carrying (40lbs), lifting, kneeling, bending.
- Master Gardener certificate a plus but not required

Work environment and physical requirements:

This is a seasonal position. The weekly schedule will be set by the supervisor - the Garden Operations Manager – and determined by garden and environmental needs. The position requires physical labor in mixed weather conditions. Access to a car and a valid driver's license is required.

CitySprouts does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, sexual orientation, gender identity or expression, or citizenship in any of its programs. It is CitySprouts' policy to maintain a safe, educational and engaging work environment free of unlawful discrimination and harassment in any form.