

**Job Title:** Education Programs Senior Assistant Trainee**Main Tasks:**

The Education Programs Senior Assistant Trainee will work with both the School Grown and Community Food Programs (formally Field to Table Schools) teams to support hands-on food literacy education and growing projects happening in schools across the city. This includes working alongside staff at two outdoor farms located at TDSB high schools, and with students from JK-Grade 12 in the classroom setting. This position will receive training and mentorship on growing food both outdoors and indoors, as well as working effectively with children and youth in food literacy programming.

**Detailed Job Description (duties include, but are not limited to):**

May - October:

- Support and maintain garden sites, in collaboration with School Grown staff. This includes preparing garden beds, seeding, weeding, watering, and harvesting produce.
- Provide mentorship to high school students working on-farm sites, and during program field trips.
- Support with harvesting and distribution of produce grown at the school farms by compiling weekly orders and assisting with harvest records and data management.
- Run shifts at the on-site market which includes mentoring youth and supporting them in handling cash, merchandising products, and delivering friendly customer service
- Work collaboratively with volunteers, student interns, co-op students, and other School Grown staff to complete daily tasks.

November - April:

- Support in-class food literacy workshops for students JK-Grade 12 in Toronto schools.
- Co-design fun, engaging, age-appropriate and curriculum-linked lesson plans on food systems and food justice issues.
- Support the establishment and maintenance of indoor tower gardens and outdoor gardens in FoodShare school and community sites (set-up/maintenance training on growing systems will be provided).
- Support inclusive community kitchen programming at FoodShare and across Toronto
- Participate in FoodShare staff and team meetings, all staff training, board staff retreat and reporting requirements such as timesheets and handle other duties as assigned

**Required Qualifications, Knowledge and Experience**

- **Interested applicants must be registered with Miziwe Biik Aboriginal Employment and Training**
- Interest in community-led food projects and/or neighbourhood-based community organizing
- Demonstrated commitment to principles of food justice, equity and body positivity
- Demonstrated ability to work within a diverse community (people of different ages, abilities and cultural backgrounds)
- Excited about working outdoors
- Experience gardening, growing food or working with plants is an asset
- Experience working with children, youth and learners of all ages
- Knowledge of food systems, including growing, cooking, and composting
- Effective communication and organizational skills
- Demonstrated ability to work independently and as part of a team
- Familiar with G-Suite (Google Drive, Sheets, Docs, Calendar, Gmail, etc.)

- Availability to work one evening per week preferred (until 7 pm)
- Valid G Driver's Licence an asset

**Job Requirements:**

- Lifting and moving up to 40 pounds
- Working outdoors and on your feet for long periods of time
- A Vulnerable Sector Police Check (FoodShare will cover this cost)

**Salary: \$18.00/hr**

**Hours of work: 35 hours/wk**

**Reports to: Urban Agriculture/Community Food Programs Manager**

**Duration:** This is a one year contract beginning in April 2020 and ending March 2021

**TO APPLY:** Please submit your cover letter and resume to Human Resources Coordinator - at [hr@foodshare.net](mailto:hr@foodshare.net) by March 13th by 5:00 pm.

If you have any questions please contact Miziwe Biik Office at 416-591-2310 for a registration

**Please note:**

FoodShare is an equal opportunity employer committed to diversity and inclusion. We are pleased to consider all qualified applicants for employment without regard to race, colour, religion, sex, sexual orientation, gender, national origin, age, disability, protected veterans status or any other legally-protected factors.

If you feel you need an accommodation because of illness or disability during the application process, please do not hesitate to contact Human Resources at your earliest convenience – [hr@foodshare.net](mailto:hr@foodshare.net). You will also be briefed on FoodShare's policies regarding accommodation and the Accessibility for Ontarians with Disabilities Act.

Please note that only candidates selected to move forward in the hiring process will be contacted.

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