

Urban Garden Youth Employment Community Project: Lasagna Beds Team Facilitator

Temporary position: Summer 2010

The Group's Work:

The Lasagna Beds group will research, design, test out, and communicate about lasagna style garden beds, and their application in a urban community setting. This is a pilot demonstration project meant to explore possibilities of lasagna bed gardening, try something based on research and goals, and, along the way, document and share the learning that comes about from the project through various means and to different stakeholders.

Team Facilitator's Role and Responsibilities:

The Lasagna Bed Team Facilitator will work with a group of 6 teens aged 16-19 to research, design, implement, and communicate about their lasagna bed community garden project. The facilitator will model and guide the youth to effective methods for learning new information, planning and designing a project, documenting and charting progress, and communicating results. The facilitator will ensure that group members are challenged to expand their communication and leadership skills through work on the Lasagna Bed project. Additional responsibilities of the facilitator include:

- Holding each member of the group accountable to the Minnesota Landscape Arboretum's General Behavior Statements (see page 3) as well as any additional expectations that are created by the group.
- Serving as the Arboretum supervisor and HR liason for each member of the group.
- Attend planning work sessions and weekly check-in meetings as scheduled
- Set up, facilitate, tear down for each scheduled program time
- Maintain communication with supervisor, community partner agencies, and fellow team teaching members
- Keep a personal log of experiences

Youth Outcomes

This is a paid summer job for youth participants. Additionally, this job experience will develop skills and abilities of the youth participants. Participants will gain significant experience in research, planning, and developing a community based project and communicating about its progress and development. The youth will be expected to design and carry out the entire project by themselves with the guidance of the team facilitator. Expected outcome of youth participation include:

- Build skills for community involvement and leadership
- Communication Skill development and practice
- Project research planning and implementation

Report

The Leader is an employee of the Minnesota Landscape Arboretum and reports to the Urban Garden Youth Employment Program Manager

Qualifications

This position requires a strong interest in the healthy development of youth, an appropriate sense of humor, a good bit of patience, and a desire to work out-of-doors in an urban garden setting with youth age 16-18 (work is out-of-doors rain or shine). Applicant must be drug free.

Applicant must have training, and/or experience in a number of the following:

- Strong gardening skills and interests including plant care and maintenance
- Entrepreneur background and/or attitude
- Good writing skills
- Teaching/facilitation/leadership experience working with youth age 16-18
- Previous experience in a related summer youth program
- Organization and record keeping

The University of Minnesota Landscape Arboretum is an equal opportunity educator and employer

- Experience with many forms and methods of communication

Commitment

Applicants must consider their ability to commit to the following summer work schedule:

Wednesdays, Thursdays, & Fridays;

Time: 8:30-12:30 (Time spent with youth)

June 16, 17, 18, 23, 24, 25, 30,

July 1, 2, 7, 8, 9, 21, 22, 23, 28, 29, 30,

Aug. 4, 5, 6, 11, 12, 13

Note there is a midsummer break in the schedule for July 12-16.

Celebration Jamboree; August 18th, 10AM - 3PM @ Arboretum

Total number of hours for this position not to exceed: **260**

Rate of pay and application information

The pay range for this position is 10.00 – 15.00 per hour, depending on level of education and relevant work experience.

Employment is conditional on the successful completion of a background check and the completion of all paperwork required by Human Resources.

This position qualifies for consideration as a paid internship at the University of Minnesota. Specific intern details and course credit must be arranged and approved in advance.

Submit resume and cover letter to:

Diane Malecha, Human Resources MN Landscape Arboretum

3675 Arboretum Drive Chaska, MN 55318-9613

May email application materials to malec006@umn.edu or fax to 952-556-3375

General Behavior Statements

The Minnesota Landscape Arboretum has the following expectations of all employees in the areas of problem solving, initiative, planning/organizational skills, interpersonal skills, attendance/punctuality and orderliness.

Employees are expected to:

- Identify problems in a timely and efficient manner and offer practical solutions to problems when ever possible
- Consider the effects of decisions made prior to making decision
- Offer suggestions in ways to increase efficiency and productivity
- Make appropriate decisions about when to act independently and when to consult with others
- Use resources wisely, schedule work effectively
- Share information in a courteous manner with other employees to ensure a knowledgeable, efficient, cohesive work force
- Provide information to visitors in a courteous and friendly manner
- Offer help to coworkers when own workload permits
- Arrive for work as scheduled so as to not disrupt, delay or cause additional work for coworkers
- Give proper notification to supervisor of scheduled absences
- Keep work area appropriately presentable to the public
- Return shared equipment/supplies to proper storage area after use or at end of day in ready-to-use condition
- Treat coworkers with respect and consideration