MINNESOTA LANDSCAPE ARBORETUM

JOB DESCRIPTION

TITLE: CityFresh New Products Team Facilitator

SUPERVISOR: Manager of Youth Education

CLASSIFICATION: 001 Temporary Casual

OVERVIEW:
CityFresh New Products is one of 7 youth work teams that comprise the Arboretum’s Urban Garden youth employment program (Growing Good). The Facilitator’s primary role is to provide leadership and direction for a team of 6 youth who are challenged to take a new product idea and bring it to market. The Team will create and implement a business plan that will move the product from idea to market. Along the way, the team will engage with community professionals to establish partnerships and learn needed skills. The facilitator will help guide the work of the youth, provide learning experiences, seek out training support as needed, and help to identify and amplify authentic voice and creative communication.

JOB DESCRIPTION

66% Direct Facilitation of Youth Team Work Days: Be the adult facilitator and direct supervisor for the team on each scheduled work day. Foster camaraderie, positive participation, and achievement for the team and each of it’s members.

33% Planning, Coordination, Documentation: Create lesson plans, activities, and experiences that build communication skills through different mediums and align to entrepreneurial education standards. Document the success, and impacts of the CityFresh Vegies team. Attend weekly check in meetings with Manager of Youth Education and the Urban Garden Facilitator Team.

REQUIRED QUALIFICATIONS:
This position requires strong interest, knowledge, passion and experience working with teenagers in a garden setting. Also helpful for this position is an infectious, positive attitude, an appropriate sense of humor, a measure of patience, and a love of growing plants, science, and entrepreneurial attitude.

- Experience working with teenagers
- College Coursework in Horticulture, Education, Youth Development or related area.
- Successful Completion of mandatory Background Check
- Drivers license
- Entrepreneurial experience in areas such as marketing, customer service, quality control, invoicing, etc.

PREFERRED QUALIFICATIONS:
- Understanding of social media platforms (facebook, tumbler, instagram)
- Experience working in diverse cultural settings
- Experience and skill with growing vegetables

WORK SCHEDULE:
Work Schedule:
Special Events: open house August 6, and Jamboree August 12.
Regular Summer Work Schedule: Two positions: CityFreshNewProducts North Tuesdays 9-3:30 Wednesdays 4-5 and Thursdays 9-6 (plus up to 7.5hrs/wk prep) CityFresh NewProducts South: Wednesdays 9-5:00, Thursdays 4-6 Fridays 9-3:30 (plus up to 7.5 hrs/wk prep). June 9-August 6.
Mid-summer Break Week: (Teams do not meet week July 6-11)
Total hours for each position: Not to exceed 240 hours (10 weeks, 24 hours/week)
Start Date: May 9, 2015
End Date: October 31, 2015
Rate of pay and application information:
$12.00-$16.00/hr.

TO APPLY:
Email resume, cover letter, and 1-3 professional letters of reference to Randy Gage gage0020@umn.edu

This is a Temporary Casual position located at the Minnesota Landscape Arboretum in Chaska, MN.

[For Positions 50% or greater The position includes [vacation and sick leave accrual as well as paid holidays]. [For positions 75% or greater: This position also includes the option to participate in the Uof MN benefits package; medical, dental, life, STD/LTD, LTC insurance plans and flexible spending accounts].

*** This job description describing the current responsibilities of this position is subject to change.