Bilingual Youth Programs Assistant

JOB DESCRIPTION

BACKGROUND
Denver Urban Gardens (DUG) is a 501(c)(3) organization dedicated to preserving and expanding urban green spaces while sharing knowledge and resources to grow food in community. We are seeking a Bilingual Youth Programs Assistant who is passionate about gardening, education, community-building, sustainability, food justice and climate action.

The Bilingual Youth Programs Assistant will be an integral part of the Youth Education Team, playing an essential role in re-engaging schools with their school gardens and mobilizing school staff and community organizers in efforts towards activating DUG school-based community gardens and delivering programs in garden education to schools. This position serves as a bridge between DUG, schools, and DUG’s 74 school-based community gardens in the roles of a trusted service provider and school/community liaison.

We are looking for a flexible, self-starter individual who enjoys working in a dynamic team environment, is passionate about effective and equitable approaches to learning and teaching, and embraces the value of community and cultivating relationships with people from a variety of backgrounds and lived experiences.

ESSENTIAL JOB DUTIES
This position reports to the Bilingual Program Coordinator

- **Focus Area 1 - 45%**
  - Works closely with the Bilingual Program Coordinator to develop age-appropriate garden education programs.
  - Deliver and facilitate DUG’s school-based outreach suite of programs as part of the Youth Education team to schools and learning centers with programming specifically for (but not limited to) early childhood audiences

- **Focus Area 2 - 20%**
  - Lead efforts to re-engage teachers, schools, and community leaders with DUG school-based community gardens
Focus Area 3 - 15%
  ○ Develop age-appropriate garden education programming for students and families, with culturally responsive approaches that promote experiential learning and science inquiry

Focus Area 3 - 10%
  ○ Play a supportive role in DUG’s Sensory Gardens Initiative Team in the development and implementation of sensory and therapeutic elements in selected DUG community gardens

Focus Area 4 - 10%
  ○ Coordinate with the DUG Garden Ops team in relation to DUG’s network of school-based gardens, communicating and acting on needs defined in relation to the schools, students, teachers, and the community gardens.

REQUIRED SKILLS, EXPERIENCES + QUALIFICATIONS
  ● Excellent interpersonal skills, ability to effectively and respectfully work with and interact with diverse community members
  ● Strong problem solving skills with a high degree of flexibility and adaptability as a self-starter
  ● Strong teaching and/or public speaking experience with both children and adults
  ● Strong elementary or ECE teaching experience
  ● Comfort level working with kids of all abilities
  ● Proficiency in Spanish and/or other languages of Colorado’s diverse communities
  ● Must pass criminal background check prior to start
  ● Access to transportation
  ● Ability to work occasionally outdoors April-October
  ● Interest in gardening and horticulture
  ● Ability to work independently and in a team environment
  ● Flexibility and a higher tolerance for uncertainty
  ● Positive attitude and strong sense of humor
  ● Occasional lifting up to 35 lbs. with reasonable accommodations

PREFERRED SKILLS
  ● Salesforce experience
  ● Knowledge and/or experience with food systems and food access
  ● Garden or urban farming education and experience
  ● Knowledge of trauma-informed learning
  ● Interest in therapeutic applications to gardening for diverse learners
  ● Understanding of school organizational systems
• Basic carpentry skills or desire to learn
• Experience with Google Workspace and Excel
• Demonstrate a commitment to diversity, equity, and inclusion through continuous development, modeling inclusive behaviors, and proactively managing bias

COMPENSATION + BENEFITS
This is a full-time, non-exempt position. Salary range is $38,000 - $40,000 for a fully-benefited position based on experience and skill set. Working hours are Monday through Friday with occasional weekends and evenings required, including after school hours. Benefits include paid holidays, vacation, and other personal time off, as well as generous employer-sponsored health and dental insurance plans.

DUG offers professional learning opportunities in Horticulture, Urban agriculture, Food Access, Health & Wellness, Climate Action, Community Garden building & education, Community Garden establishment and support and School Gardens. There is potential for opportunities for advancement within Denver Urban Gardens as our programming expands.

HOW TO APPLY
Please send your resume to jobs@dug.org with Bilingual Youth Programs Assistant in the subject line. In your cover letter, please be sure to include how both the position and DUG align with your values and goals; and how your skills and experience as an educator make you a notable candidate.

Application closing date: Dec 28, 2022

EQUITY STATEMENT
DUG centers equity as one of its organizational values and we value diversity — in backgrounds and in experiences. We believe food is a universal right, and we need people from all backgrounds and swaths of life to help build the future of our food system.

We are an Equal Opportunity Employer and our staff are people with different strengths, experiences and backgrounds, who share a passion for improving people's lives. Diversity not only includes race and gender identity, but also age, disability status, veteran status, sexual orientation, religion and many other parts of one's identity. All of our employee's points of view are key to our success, and inclusion is everyone's responsibility.

Thank you for your interest in our organization and community.

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www.dug.org