



Community Organizing and Outreach Coordinator *Home Gardens Program*

Are you looking to contribute to the resilience and health of our community? Do you want to join a team of dedicated community members and hone your skills in community organizing, event coordination, and outreach? The Home Gardens team is seeking an enthusiastic and self-directed individual to assist with community outreach, organizing neighborhood garden-building events and workshops, and coordinating resources and support for families to grow their own food. The Home Gardens program partners with diverse and multi-generational families to build and sustain food-producing home gardens, which increase fresh food access and strengthen the health of families and communities. Over half the participants are Spanish speakers and our team meetings are bilingual English/Spanish.

Hours and Compensation: 2-10 hours per week. The days and times for this position are flexible. This is an unpaid internship. Check to see if your school will offer class credit. We also aim to provide all interns with personal and professional development opportunities, training, and mentorship.

Location: This position will primarily be working at our main office at **2203 NE Oregon St, Portland, OR 97232**. Garden builds, workshops, and outreach events will be primarily in North, Northeast, and Southeast Portland. Carpool will be available for off-site activities, as well as our van.

Supervisor: Emily Keeler, Home Gardens Program Director

Primary Responsibilities:

- Support coordination of garden build events, must be available for first three Saturdays in October and April.
- Support the acquisition, preparation and distribution of garden materials to program participants
- Volunteer recruitment and outreach through social media, monthly newsletter, and tabling events
- Program outreach through attending events, food pantries, and reaching out to community partners
- Engage the larger community and businesses towards donating or volunteering at garden builds
- Help coordinate and attend volunteer trainings and orientations
- Co-ordinate spring and fall workshops for gardeners

Qualifications/Skills:

- Passion for social justice, fresh food access, gardening, and/or community organizing
- Outgoing and comfortable talking to people in person and on the phone
- Flexibility, initiative, and ability to work independently and as part of a team
- Ability to help lift compost bags, tools, wood and hay
- Experience with or interest in Popular Education, Asset Based Community Development, Anti-Racism work
- Bilingual/Spanish-language skills *desired but not required*

Hiring Process: Position is open until filled. Interested applicants should send a cover letter and resume to Home Gardens Director, Emily Keeler at emily@growing-gardens.org or mail a hard copy to 2203 NE Oregon St, Portland OR 97232. Training and orientation will begin in September.

Growing Gardens is an equal opportunity employer and does not discriminate against employees, participants or volunteers with regard to age, gender, race, ethnicity, religion, sexual orientation, marital status, veteran status, or physical ability. We prioritize equity, diversity, and inclusion throughout our work and organization structure. We respect the knowledge and perspective gained by lived experience and value accountability to community stakeholders.

For more information about Growing Gardens visit www.growing-gardens.org