

Urban Farm Coordinator **Immediate Opening**

Toledo GROWS has an immediate opening for an Urban Farm Coordinator. This is a year-round, full-time position, with benefits. Some evening and weekend hours are required. The Urban Farm Coordinator develops and oversees all food growing operations at Toledo GROWS' Robert J. Anderson Urban Agriculture Center and Farm. This staff member also assists in Toledo GROWS' mission to provide support and education for gardeners from community gardens and in our community, assisting with sustainable growing practices.

Essential Duties and Responsibilities:

- Planning for the growing season, development and implementation of planting, cultivation and harvest for the Robert Anderson Urban Agriculture Center and Farm property
- Greenhouse propagation and management
- Post-harvest handling and packaging of produce for sale
- Soil-building and amendments, irrigation, pest and disease management
- Care and maintenance of raingardens and other natural educational features of the farm
- Farm recordkeeping logs
- Education and oversight of volunteers and work groups, including safe food handling practices
- Oversight and care for chickens
- Maintenance and inventory of all farm tools and gardening work areas
- Educating the community through workshops and on-site demonstration of techniques for growing
- Collaboration with other Toledo GROWS staff to meet the needs of community gardeners in our network
- Sharing weekend and holiday duties of farm oversight with the Farm Assistant
- Oversight of maintenance and care for greenhouse, hoopouses, equipment, and facilities
- Maintaining effective and timely communication with Executive Director

Qualifications and preferred skills:

- Minimum of two years' experience in diversified vegetable production
- Passionate leader, inspired to grow nutrient-dense food within the platform of community gardens and urban agriculture
- Supervisory experience of a diverse range of individuals and volunteer groups
- Excellent organization and communication skills for recordkeeping, project planning and goal-setting
- Strong willingness to learn and adaptability
- Creative problem solver, willing to contribute skills, knowledge, and experience to assist in the development of Toledo GROWS local food production, demonstration and education vision
- Ability to work independently, quickly and carefully, and motivate others to do the same
- Valid driver's license necessary
- Prefer candidate with experience in: greenhouse production and drip irrigation, basic mechanical and carpentry, tractor operation, animal husbandry, developing value-added products.

Physical Demands and Work Environment: While performing the duties of this job, the individual is frequently required to stand, walk, talk, hear and sit. The individual will be required to use hands for holding, grasping and feeling objects; reach with hands and arms; bend and squat. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The individual will work inside and outside with others. At times, the work environment may be loud. May be exposed to extreme temperatures. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

E-mail resume and cover letter by January 20, 2021 to Yvonne Dubielak, Executive Director,
yvonne.dubielak@toledogrows.org