



JOB POSTING

4-H is the youth development component of Rutgers Cooperative Extension (RCE). 4-H uses a learn-by-doing approach to enable youth to become competent, caring citizens of the world. Rutgers New Jersey Agricultural Experiment Station (NJAES) Cooperative Extension helps the diverse population of New Jersey adapt to a rapidly changing society and improve their lives and communities through an educational process that uses science-based knowledge. Hudson County 4-H is a partnership between Rutgers Cooperative Extension and the Hudson County Department of Health and Human Services. The 4-H Family Learning Gardens, a flagship program of Hudson County 4-H, is a partnership between Hudson County 4-H and the Hudson County Department of Health and Human Services with support from Hudson County Department of Parks. The 4-H Family Learning Gardens serve as outdoor learning classrooms for youth and families through programs, workshops, and events; address food security for the local community; and foster environmental stewardship among a growing community of volunteers.

Position Title: Learning Garden Coordinator

Purpose: The Learning Garden Coordinator will be responsible for supporting the maintenance of the 4-H Family Learning Garden at West Hudson Park in Kearny/Harrison and provide outdoor garden educational programming. The Coordinator will support the 4-H Urban Garden and Education Manager in managing youth and adult volunteers and engaging the community in hands-on workshops.

Duties and Responsibilities:

- Garden and volunteer management:
- Support growing efforts at the 4-H Family Learning Garden at West Hudson Park in Kearny/Harrison
- Implement annual crop plan and garden maintenance plan under the guidance of 4-H Garden and Education Manager
- Work directly with 4-H volunteers, community partners, youth, and adult program participants to help grow and maintain the garden
- Coordinate and oversee the distribution of fresh garden produce to families and youth participating in programs
- Manage communications and coordination with garden volunteers, program participants and community partners

Educational Garden Programs:

- Support 4-H Garden and Education Manager in outreach and engagement to community partners and volunteers
- Under guidance of 4-H Garden and Education Manager, implement outdoor garden education programs and workshops for youth and families during the growing season through community-based clubs and workshops

Administration:

- Track volunteer support and engagement
- Track attendance of educational programs
- Implement program evaluations
- Other support as needed



Work schedule:

This position is part-time during the growing season from April - October. There is potential to extend the position. Flexibility for this position is essential to conduct programs and oversee the garden site during the growing season.

Qualifications:

Experience in gardening, from annual planning to all aspects of caring for the gardens during the growing season.

Bachelor's degree in social sciences, public health, human/youth development or related field preferred OR equivalent experience.

Experience with community outreach or engagement and running programs for youth and families is required.

Excellent communication and interpersonal skills.

Must be dependable, organized, flexible, and be a team player.

Must Complete a Rutgers Youth Protection Criminal Background Check.

Must have own transportation.

Spanish speaking is a plus.

Benefits:

\$18 - \$20 per hour

Anticipated Start Date: April 1st

Time Commitment: April - October 2024 with potential to extend position.

8 - 19.5 hours a week

Apply by February 29th or until position fills. Please send your cover letter and resume to

cru1@njaes.rutgers.edu