

JOB OPPORTUNITY:

Meaford Community Garden of United Way

Job Title:	Meaford Community Garden Coordinator
Dates (Duration):	April to October
Salary:	\$20/hr
Hours per Week:	Approximately 8-10hrs

Position Summary

The successful candidate will coordinate Meaford Community Gardens ("MCG").

Duties & Responsibilities

The Meaford Community Gardens Coordinator will:

- Coordinate and manage the MCG;
- Coordinate volunteers for MCG.
- Coordinate growing schedule and crop planning, transplanting and seeding or perennial crops
- Oversee general garden maintenance that includes organic weed and pest control;
- Harvest and deliver the fresh produce to the Meaford Food Bank and Outreach and the Community Fridge
- Coordinate the composting system;
- Promote development of areas of the garden and garden design;
- Promote fundraising efforts, such as an annual plant sale & administration;
- Promote MCG and its activities through print and social media;
- Coordinate and attend MCG meetings;

Qualifications

- Passion for growing nutritious food for a healthy community, sustainable food systems, food literacy & skill-building;
- Experience with time management and communicating with volunteers and the community;
- Naturally calm, focused, curious, flexible, self-motivated and can work alone or as part of a team;
- Have basic computer skills, and ability to work with Google Drive and use Social Media;
- Ability to work physically and lift and move gardening materials up to 50lbs;
- Have a flexible schedule;
- Have reliable transportation to the gardens within the Town of Meaford; and
- Must complete a criminal record check.

Interested applicants are invited to forward their cover letter & resume with subject line: Coordinator Application no later than **February 11, 2024** to: meafordcommunitygardens@gmail.com