

JOB DESCRIPTION
PRESCOTT SCHOOL DISTRICT NO. 402-37



“Prescott Students Make the World Better.”

SCHOOL GARDEN COORDINATOR

(open until filled)

SALARY LEVEL: \$40,000-\$45,000/year (210 days; 8 hours/day), Classified Exempt
REPORTS TO: Child Nutrition Director
PREPARED BY/WHEN: Justin Bradford, 08/07/2023

SUMMARY:

Prescott School District is a small, rural P-12+ school district in Eastern Washington, situated in the Touchet River Valley, just north of Walla Walla and east of the Tri-Cities of Pasco, Kennewick and Richland. We serve approximately 250 students from diverse backgrounds. We are seeking individuals who want to actively serve the educational needs of our elementary students by supporting them and their classroom teacher. Additionally, we desire employees who are passionate, dedicated and willing to learn.

Are you passionate about teaching and gardening? Are you interested in using our school garden as a learning laboratory for elementary environmental education? The Garden Educator is a position that offers critical support to teachers and students to ensure that our school can maximize the educational potential of the school garden. This position provides the right candidate meaningful experience in outdoor, hands-on, environmental education. We are seeking a reliable, passionate and enthusiastic educator with a strong interest in sustainable agriculture and the food movement to join our team.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- An unconditional love of children
- Facilitate 3-4 garden-based education classes per day
- Manage the school garden, plan and prepare for garden work activities, manage planting and watering schedule, ensure availability of tools and other necessary materials
- Maintain open garden time schedule for secondary teachers
- Coordinate, at least, one community garden event to bring students, families, teachers and community members together
- Coordinate, at least, one garden work party on a weekend day of your choosing to involve families in tending the school garden
- Attend grade level meetings on a monthly basis for collaborations and core curriculum alignment
- Monitor, document and report on all activities and extent of student and teacher participation
- Maintain school garden blog
- Stay informed of school events and activities. Be an active presence in the school community and attend school meetings and events as appropriate
- Welcome visitors to the program and be prepared to be observed teaching class and to provide garden tours

- Lead and facilitate summer garden club and enrichment activities
- Lead and facilitate ‘Green Team’
- Support year-round propagation, soil fertility, composting, crop rotation, garden planning, pruning, irrigation, and pest and disease management
- Maintain facilities and equipment in good working order, including: tool shed, greenhouse, irrigation, and tools
- Other duties as assigned

QUALIFICATIONS:

- At least 2-3 Years of facilitation or teaching with youth aged 5-12 (outdoor group management experience preferred)
- Knowledge and skills in small-scale food production or home gardening
- Knowledge of sustainable practices and basic biological processes
- Knowledge of or interest in topics including gardening, botany, environmental science, health and nutrition, food systems, food access
- Demonstrate ability to work with diverse populations including youths and adults
- Strong oral and written communications skills, including public speaking
- Proficiency in Spanish desired, but not required
- Experience working in a collaborative setting

(Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions.)

Please direct all inquiries regarding this posting to –

Justin Bradford
Superintendent
Prescott School District, No. 402-37
207 South A Street
Prescott WA 99348
C 509.280.7663
O 509.849.2217
[***jbradford@prescott.k12.wa.us***](mailto:jbradford@prescott.k12.wa.us)

Prescott School District will provide equal employment opportunity and treatment for all applicants and staff in recruitment, hiring, retention, assignment, transfer, promotion, and training. In addition to employment nondiscrimination of age and marital status, Prescott School District does not discriminate in any programs or activities on the basis of race, religion, creed, color, national origin, honorably-discharged veteran or military status, sex, sexual orientation, gender expression or identity, the presence of any sensory, mental, or physical disability, or the use of a trained guide dog or service animal by a person with a disability. Persons needing accommodation in the application process or need this announcement in an alternative format may contact the Prescott School District office. The following employee has been designated to handle questions and complaints of alleged discrimination: Civil Rights, Title IX and Section 504 – Justin Bradford, 207 South A Street, Prescott, WA 99348. 509.849.2217