



**SEEDS Unpaid Adult Garden Program Intern**  
**Job Description 2014-2015**

<b>Position Title</b>	Adult Garden Program Intern
<b>Purpose in light of Mission Statement</b>	SEEDS is a 20 yr old educational community garden that uses gardening and growing food to teach respect for life, for the earth and for each other. Adult Garden Program Interns work in an urban garden to pass on permaculture and organic gardening knowledge while contributing to food security and sustainable community development. Interns will work on programming for the Southside Garden, including a free-pick herb garden for our neighbors, bee garden, chicken coop, and fruit tree garden. Interns will work closely with the Garden Manager in her long-term and short-term programs. Right now we are in an exciting time, implementing new infrastructure from our garden re-design plan. Each intern will be required to spearhead special projects, occasionally co-lead volunteer gardening groups, help connect the Southside garden with other SEEDS programs and staff, and pitch in where needed.
<b>Major Responsibilities</b>	<p><b>80% time:</b> Spearhead special projects, options including either/and: Create and coordinate master composter workshop program. -or- Build and implement plan to engage low-income neighbors in garden. -or- Research, design, and plant bee-supporting garden. -or- Identify, inventory, and research bee and food uses for established plants in garden and Garden of Eatin'. -or- Create recipe cards for the free pick garden. -or- Build info boxes for outdoor fliers. -or- Scavenger-hunt map of tea plants -or- Add detail to the volunteer handbook. -or- New plan agreed on between Garden Manager and Intern. Enter in info collected from volunteers planting, and plant sales. Act as a docent for events or tours on occasional evenings or weekends.</p> <p><b>20% time:</b> Use management skills leading or co-leading volunteer individuals or groups in garden projects. Physically demanding day to day garden projects to keep this community gathering space and associated programs running smoothly. Including watering, weeding, and mowing.</p>
<b>Required Experience or Qualifications for Successful Candidates</b>	<ul style="list-style-type: none"><li>-A demonstrated interest in urban agriculture, permaculture, and/or organic gardening.</li><li>-Highly motivated individual capable of working independently without supervision.</li><li>-This position is ideal for someone with 1-2 years of dedicated gardening hands-on experience, or in school for Horticulture, Sustainable Agriculture, or a related degree.</li><li>-Experience leading volunteers and working with people of diverse socioeconomic backgrounds.</li><li>-We are particularly looking for knowledgeable, open-minded, and friendly people to apply for this position.</li></ul>
<b>Desired Experience for Successful Candidates</b>	<ul style="list-style-type: none"><li>-People skills.</li><li>-Flexibility.</li><li>-Problem-solving skills.</li><li>-Strong interpersonal communication skills.</li><li>-Carpentry skills.</li><li>-Computer, Excel, and GoogleDoc skills.</li><li>-Commitment to the sustainable growing field.</li></ul>
<b>Training and Support</b>	The Garden Manger will work with Interns on some projects, and supervise the Interns' special projects. Organic gardening, vegetable gardening, and community development books are available at SEEDS. Access to a computer with internet will be provided.
<b>Outcome/Goals</b>	Adult Garden Program Interns will complete several special projects by the end of the internship, with check-ins as needed. Interns will learn hands-on gardening and volunteer coordination skills. This is a significant opportunity to learn about the operation of a greenhouse, growing food, and organic gardening. For garden interns with interest, initiative, and experience, the responsibilities for this position may be expanded.
<b>Time Commitment</b>	Around 20 hours/week on a regular schedule for 3 months or more, based on candidates availability. Occasional evenings or weekends.
<b>Supervisor</b>	Garden Manager
<b>Benefits</b>	Attend SEEDS events for free. SEEDS workshops free except for materials costs. Learn skills on the job. Unpaid position.
<b>Deadline</b>	Applications accepted on a rolling basis.
<b>How to Apply</b>	Send a cover letter with why you are motivated by this position and your resume to Hilary Nichols at <a href="mailto:hnichols@seedsnc.org">hnichols@seedsnc.org</a>

**SEEDS is an Equal Opportunity Employer. Women and people of color are encouraged to apply.**