



Rural Alliance for Dignity AmeriCorps Member Position Description

Name of Member:

AmeriCorps Member Position Title: Educational Garden Coordinator

Program: Rural Alliance for Dignity at Montezuma School to Farm Project

Service Site: 202 West North Street, Cortez CO 81321

Position Supervisor: Sorrell Redford Education Director

Email: sredford@mstfp.org

Phone: 970-966-3992

I. Purpose:

The Montezuma School to Farm Project (MSTFP) serves the Cortez, Dolores, and Mancos school districts to develop a school garden program that provides hands-on lessons based in food production, food preparation/nutrition and resource conservation.

II. Description of Duties:

The AmeriCorps Education Garden Coordinator will serve under the Education Director to create outdoor learning opportunities and reinforce the importance of local food and healthy lifestyles through experiential garden education. This position maintains the gardens and educational programming at the Cortez, Mancos and Dolores school gardens.

Responsibilities:

Responsibilities include but are not limited to:

- Teach weekly garden lessons to students in Pre-Kindergarten through 5th grade within the Cortez, Mancos, and Dolores school districts utilizing the garden spaces at 6 schools.
- Teach a school garden curriculum that incorporates healthy eating, active lifestyles and gardening principles that are aligned to the Colorado State Academic Standards and Next Generation Science Standards.
- Maintain school gardens with the guidance and support of MSTFP staff.
- Harvest, wash and distribute garden produce.
- Coordinate with MSTFP volunteers and community partners.
- Participate in all orientation and training opportunities.



III. Qualifications:

Required Qualifications:

- High school diploma or its equivalent.
- Ambition to learn about experiential garden education, sustainable agriculture, and responsible resource conservation practices, and regional poverty issues.
- Strong communication and organizational skills.
- Ability to engage in moderate physical activity.
- Comfortable and excited to serve with diverse populations of students, teachers, and parents.
- Ability to collaborate and adapt to different challenges.

IV. Physical, Emotional, and Intellectual Demands

- Must be able to kneel and bend for long periods of time while doing garden work.
- Must be able to carry 40 lbs.
- Needs to have a reliable vehicle for transportation within the county.
- Stand for long periods of time while teaching garden lessons.
- Must be able to adjust quickly to a remote, rural area with a unique demographic.
- Will work closely with different personality types while maintaining own emotional health.
- Will frequently work with children of poverty and adverse home conditions.
- Frequent interaction with school staff experiencing high levels of work stress.
- Must be able to plan and execute multiple lesson schedules with each assigned school garden.

V. Term of Service: *(dates should match the service term dates in member portal)*

The member's term of service begins on **February 5th, 2023** and ends on **August 1st, 2023**. This term is classified as full-time, in which the member must satisfactorily complete at least 900 hours of service, average a minimum of 37 service hours per week, and serve the complete term to be eligible for the education award.

VI. Time Requirements:

This position is a normal service week of 40 hours, in which the member will serve full 8 hour days, Monday – Friday, 8am – 5 pm. Members may be required to serve on weekends and holidays as needed. Along with the Service Site time commitment, members will also be required to attend three Service Days events.



VIII. Orientation and Training:

AmeriCorps

Members are required to attend an orientation that includes AmeriCorps training (OnCorps, prohibited and unallowable activities, MSA, gear, etc.) and RAD policies, procedures, housing, and culture.

Throughout the members service term there will be **two required program retreats**, AmeriCorps Swearing in Ceremony & Retreat, Service Days.

Service Site – Montezuma School to Farm Project

MSTFP will provide an in-depth six week orientation focused on skills in education, classroom management, and gardening in a high desert environment. Throughout the service term AmeriCorps members will have multiple opportunities to advance their professional development in areas of experiential education, small-scale agriculture, nutrition and various topics within food systems.

VII. Benefits:

- A living allowance in the amount of up to \$8796.00 annually, \$1466.00 monthly.
- The member is eligible for health benefits and child care benefits (*if Applicable*) in compliance with AmeriCorps policy.
- The program will provide FICA (Social Security and Medicare), and worker's compensation.
- Upon Successful completion of the member's term of service, the member will receive an education award from the National Service Trust in the amount of \$3447.50.
- The member is eligible for the forbearance of most federally-guaranteed student loans and some private loans.
- If the member has received forbearance on a qualified student loan during the term of service, the National Service Trust will repay a portion or all of the interest that accrued on the loan during the term of service.
- The member's service term can be counted towards The Public Service Loan Forgiveness Program (PSLF). This is a program for federal student loan borrowers who work in "public service" jobs, including jobs in government or 501(c)3 nonprofit organizations. After 10 years of eligible employment and qualifying loan payments the remaining debt on federal student loans will be forgiven
- The member is allowed 10 vacation days and 6 sick days per 1 year term.
- The opportunity to gain applicable experience, training and certifications that are resume quality.
- The opportunity to strengthen or learn new life skills (relationship building, conflict management, budget



IX. Evaluation and Reporting:

Evaluating: Members' performance will be evaluated by their Supervisors quarterly (every 3 months). They will also meet with the AmeriCorps Director for a Check-In at the 3 and 9 month mark.

Reporting: Members will be required to submit weekly time-sheets.

X. Contact Information:

AmeriCorps Program Information

Organization: La Puente Home Organization

AmeriCorps Office: 317 State Street, Alamosa, CO 81101

AmeriCorps Director: TJ

Email: director.volunteers@lapuente.net

Phone: 719.233.2673

XI. Authorization:

The member and program hereby acknowledge by their signatures that they have read, understand, and agree to all terms and conditions of this agreement.

AmeriCorps Member

AmeriCorps Program Director

Signature

Signature

Printed Name

Printed Name

Date

Date