



This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees may be required to follow other job-related instructions and to perform other job-related duties as requested, subject to all applicable state and federal laws. Job functions may be subject to modification at the organization's discretion.

## **ANGELIC ORGANICS LEARNING CENTER JOB DESCRIPTION**

**POSITION TITLE:** Roots & Wings Education Assistant (Rockford, IL)

**REPORTS TO:** Roots & Wings Program Director

**POSITION STATUS:** Part Time

**STARTING WAGES:** \$14/hour

**JOB SUMMARY:** The Roots & Wings Education Assistant is responsible for developing and administering culturally-responsive educational programming at the Roots & Wings Urban Farm at Blackhawk Courts, a Rockford Housing Authority (RHA) property. The Education Assistant (EA) will act as a liaison for the Community Advisory Council and provide educational opportunities to youth on the farm and beyond. The EA will engage local businesses and funders with personalized presentations, and identify additional educational opportunities that would benefit program participants.

### **ESSENTIAL JOB FUNCTIONS**

**Recruit, Supervise and Educate Program Participants:** The EA will recruit, supervise and educate youth and adult participants from Blackhawk Courts for educational programs based at the Urban Farm, including programming targeted to farm apprentices from Blackhawk Courts and the greater Rockford community. This includes planning sessions, farm training, cooking classes, the Youth Leaders Program, off-site trainings, farmers markets, field trips, and special events.

**Expand Community Outreach:** The EA will provide educational assistance to partner organizations who are dedicated to underserved communities and have raised beds or other spaces for growing but lack the capacity to utilize them for education.

**Program Evaluation and Data Collection:** The EA will be responsible for tracking participant achievement including life, farming and professional skills gained, and for collecting quantitative data from all activities, volunteers and events taking place on and off site including program participant surveys.

### **EDUCATION AND EXPERIENCE**

Experience working with a racially and/or ethnically diverse population is required. Three(+) years experience in non-formal education or urban agriculture is highly desired. Bachelor's Degree in Education, Agriculture or related studies preferred but not required. Experience with Microsoft suite, Google Drive and social media is preferred.