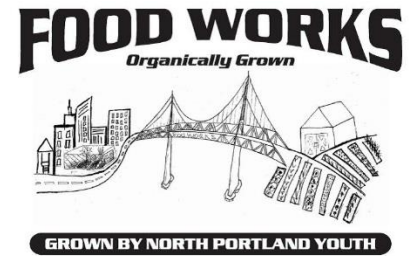


JANUS YOUTH PROGRAMS, INC.
Position Description



Job Title: Food Works Summer Program Leader
Program/Department: Village Gardens – Food Works
Reports To: Food Works Youth Program Leader
Status/Class: Temporary/Part-Time
Duration: May 17, 2017-Aug 31, 2017

Application Deadline: March 31st. 2017

Background information:

Food Works is a youth empowerment and employment program in North Portland that engages 35 teenage youth in all aspects of operating a 2 acre organic farm on Sauvie Island. In the Food Works program youth focus on growing 4 things: farm, community, business, and themselves. Food Works youth grow their farm by managing a 2.25 acre certified organic vegetable farm on Sauvie Island, to grow their community by supporting community gardens and providing free vegetables to their neighbors, to grow their vegetable business by selling and marketing produce at farmer's markets and local grocery stores, and to grow themselves through leadership development, work readiness support, and transferable work skills such as public speaking and customer service. The Food Works Summer Program is an opportunity for youth to focus specifically on personal growth, engagement in the community, and hands on experience on the farm. The Program Leader will have an opportunity to join the youth in their work.

Position Summary:

The Food Works Summer Program is an 8-week youth summer program designed for and by Food Works youth. The Summer Program Leader will co-lead a crew of 10 youth with a Food Works Youth Crew Leader four days a week at the Village Gardens office, on the Food Works Farm on Sauvie Island, and at various volunteer sites in Portland. The Summer Program Leader will be responsible for coordinating public transportation, leading workshops and cooking programming, acting as a mentor and role model to youth participants, and supporting youth to meet the standards and expectations of the program. As the primary adult support to a team of 10 youth participants, this position will be a good opportunity to practice and grow in youth development skills and creating positive youth-adult partnerships. The Summer Program Leader will receive training and support from current Food Works staff before and during the summer program.

Schedule: The Summer Program Leader's weekly schedule is Tuesday- Friday 8:30am-3pm (this is 26 hours/week). The position runs from May 17, 2017 to Aug 31, 2017.

Knowledge, Skills and Abilities:

- a. Experience working with and leading adolescents.
- b. Experience teaching others in an interactive, project-based environment.
- c. Value working in a multicultural/diverse environment.
- d. Ability to communicate professionally and hold safe space with a group of teenagers.
- e. Ability to communicate sufficiently, to understand verbal and written instructions and to share safety or other concerns.
- f. Ability to work independently and seek out supervision as needed or required.
- g. Ability to consistently attend and be punctual for scheduled shifts and be in a condition suitable for assuming responsibilities of position.
- h. Ability and willingness to monitor personal safety and follow all farm safety procedures.
- i. Physical/manual dexterity and strength allowing for performance of farm tasks such as lifting, carrying, and dragging loads up to 50 pounds, bending over for extended periods of time and walking distances of up to 1 mile.

We consider education, training, experience and demonstrated skills.

Other Requirements:

1. Current First Aid and CPR Certificate(Training can be arranged through Janus Youth Programs)
2. Current Multnomah County Food Handler's Card

3. Must pass criminal history background check.

Duties and Responsibilities:

1. Meet daily (Tuesday, Wednesday, Thursday, Friday) to co-lead 10 youth participants of the Food Works Summer Program with a youth Crew Leader.
2. Provide supervisory support and feedback for youth participants and help them to meet the standards and expectations of the program.
3. Model and hold safe space for all participants.
4. Assist in leading workshops and trainings for youth participants on topics such as food justice, storytelling, leadership development, social justice, cooking, and farming.
5. Coordinate and supervise transportation for youth participants in the summer program.
6. Do farm and garden work with youth participants in the community and at the Food Works Farm.
7. Lead cooking and nutrition planning and programming weekly with youth participants.
8. Meet weekly with supervisor for relevant feedback, training, and support.

Salary/Benefits

Wage is \$11.50/hr. Also included for July and August is a monthly Trimet Bus Pass.

Working Conditions:

1. Involves working on a daily basis in a subsidized apartment community where families struggle to meet basic needs of food, clothing, shelter, transportation, childcare and medical care.
2. Involves working in an outside, gardening environment with variable weather conditions.
3. May involve exposure to communicable diseases which can encompass a variety of illnesses and infections including tuberculosis, Hepatitis A, B, C, infectious meningitis and HIV.
4. May involve exposure to upset, angry, severely traumatized and/or emotionally disturbed adolescents and families.

To Apply:

Please submit a Cover Letter and Resume to Leslie Heimer, the Food Works Youth Program Leader at lheimer@janusyouth.org or mail it to:

Attn: Leslie Heimer
Janus Youth Programs
707 NE Couch St
Portland, OR 97232

Application Deadline: Review of applications and interviews of applicants will be ongoing, until the position is filled. Preference given to applications submitted by March 1st, 2017.