Full Job Description
Season/hours: Seasonal, 1,500 hours annually from approximately April 15-December 15, with the greatest concentration of work April 15-October 31
Benefits: Medical and dental insurance with premium paid in full by employer; 1 week vacation/sick equivalent per year; 3 paid holidays per year
Supervision: The Youth Farm Manager is an employee of Garden City Harvest and is under the supervision of the GCH Executive Director.
To apply: Send resume, cover letter and three references to Jean Zosel, Executive Director, jean@gardencityharvest.org, before March 25, 2017.

Program Description:
The Youth Farm, started in 2010, is a partnership between Youth Homes and Garden City Harvest. The Youth Farm was created to employ teenagers living in foster care, providing job skills training, community engagement, and opportunities for personal empowerment through agriculture. While under the supervision of GCH’s Executive Director, the Farm Manager will work closely with GCH and Youth Homes’ Tom Roy Youth Guidance Home (TRYGH) staff, as well as management personnel from both organizations.

The Youth Farm’s youth development program is designed for older adolescents aging out of foster care, and provides a safe and challenging work environment that teaches and develops social and vocational skills, encourages positive behavior and personal responsibility, and builds community through the context of local, sustainable agriculture. Through their work and participation at the Youth Farm, teens will learn the skills necessary to grow food and maintain a job while becoming active, vital members of their working farm and community.

As a productive 2-acre farm, the Youth Farm crew operates a 55-member CSA (vegetable subscription) program, three Mobile-Market farm stands that serve seniors and low income families, and donates thousands of pounds of food to family service agencies each year.

Farm Duties:
- Manage the 2-acre farm using best practices and techniques consistent with sustainable small scale vegetable farming and GCH’s sustainability, production and community building goals.
- Work with Youth Farm staff to meet farm production goals including CSA program, Mobile Market, and weekly donation requirements to Youth Homes and other service agencies.
- Create and maintain all farm plans and records including: seeds, greenhouse, crop rotations, field planting, harvesting, sales and donations.
- Work with GCH Orchard Gardens and River Road Farm management to create annual schedule for shared greenhouse work. Plant and maintain starts collaboratively with them.
- Coordinate with GCH Operations Manager to maintain farm equipment and facilities.
- Maintain the farm as a beautiful, welcoming space that fosters a safe and inclusive environment for all farm participants and community members.
- Provide ongoing supervision, training and feedback for GCH farm staff to ensure a strong working team, optimal farm production and successful youth participation.
- Other duties as assigned.

Youth Development Duties
- Oversee and maintain the Youth Farm program in a manner that is safe and secure for all teen employees and volunteers, ensuring emotional and physical safety.
• Hire, train, oversee and ensure opportunities for success with youth employees, in concert with GCH and TRYGH staff.
• Create and maintain an atmosphere of teamwork and caring while ensuring youth employees are held to the standards and expectations of their employment.
• Teach and lead farm tasks with youth employees, volunteers and other program participants in a fashion that inspires engagement and ensures quality.
• Work with the Youth Farm staff to provide creative and safe ways for youth to participate in the program, meeting youth where they are.
• Ensure job and life skills training for the youth through daily farm work, community building objectives, and workshops.
• Collaborate within GCH’s Youth Development team to plan and implement workshops, community building objectives and share program resources when appropriate.
• Attend weekly supervision meetings with GCH Youth Development staff and a trained therapeutic professional to ensure a “community of care” approach, group feedback and the use of best practices in the context of youth development and community based agriculture.
• Ensure a high level of communication and collaboration with TRYGH staff and Youth Homes in general.
• Other duties as assigned.

**Organizational Duties**

• Cultivate and manage relationships with program partners and collaborators.
• Create and adhere to annual program budget.
• Write monthly program reports, due to GCH’s Executive Director.
• Work with GCH and Youth Homes’ staff on fundraising and grant writing as necessary.
• Attend Youth Farm Committee meetings, and GCH staff meetings as scheduled.

**Knowledge, Skills and Abilities:**

• Knowledgeable and experienced in small scale organic or sustainable farming, including planning rotations, diagnosing and solving plant problems, planting, harvesting, irrigation, tractor work, pests, diseases, weeds, crops and varieties appropriate for this climate.
• Ability to establish rapport and maintain boundaries with youth that may have experienced challenging relationships and circumstances.
• Must have strong communication skills and effective organizational skills.
• Ability to supervise and create a strong team dynamic with GCH farm employees, youth employees, youth volunteers and Youth Homes Day Program staff.
• Ability to instruct, lead and delegate staff and volunteers in specific farm tasks to ensure successful completion of those tasks in a timely fashion.
• Ability to reprioritize farm tasks, as necessary, based on available labor, needs of individual youth employees, volunteers or groups, weather and organizational needs.
• Ability to assess strengths and limitations of a group and to match them successfully with necessary farm tasks.
• Ability to balance farm production, youth development goals and the needs of each partner organization.
• Ability to diagnose and perform basic maintenance of farm equipment and facilities.
• Physical and mental fitness to endure steady physical work, variable work hours and hours sometimes in excess of 40 per week.
• Ability to lift up to 50 pounds, and to work outdoors in all types of weather.

**Requirements:**
• Four years relevant experience working in sustainable farming.
• Two years of experience working with youth who have experienced challenging life circumstances.
• Experience with traditional CSA model preferred.
• Experience working in a nonprofit setting preferred.
• Pass required background checks.
• Have a good driving record and a Montana driver’s license.