



## Garden and Nutrition Educator

### **WHO WE ARE:**

Neighborhood Resource Center is a nonprofit located in Greater Fulton, in the east end of Richmond. Our mission is to build relationships, share resources, and develop skills to enhance lives in Greater Fulton through our Core Programs: Education, Nutrition, Financial Opportunity Center, and Community Organizing. We utilize enrichment opportunities to spark the academic, social and emotional development of young people and adults. We inspire youth and adults to be creative artists, courageous allies, critical thinkers, and confident leaders in their community through our learning garden, our cooking and nutrition classes, and our partnerships with cultural arts organizations.

### **WHO WE WANT:**

We're looking for a highly motivated, collaborative, and proactive person who can help us expand access to food and nutrition education for community members. This position requires someone who has a growth mindset, uses a strengths-based approach to their work, and values experience and passion as a critical part of creatively working to support the operations of the NRC. Applicants should have a can-do attitude, flexibility, excellent organization and interpersonal skills, and the ability to interact with diverse staff at all levels. We want someone who is solutions-oriented, a creative problem solver, finds opportunities to have fun at work, and believes that all people deserve equal opportunities and are valued for their unique life experience.

### **KEY RESPONSIBILITIES:**

The Garden and Nutrition Educator maintains one 1,200 sq. foot urban farm-let producing food year round and will work closely with the NRC Food and Outreach Director and all NRC staff.

*Garden Coordination:* Our on-site garden serves as a learning garden for children and adults in the Fulton community. We use natural growing practices to produce food for our cooking classes, food pantry, and after school meals service.

- Oversee NRC learning garden, rain garden, and growing wall operations
- Recruit and coordinate volunteers for garden establishment and operations
- Organize and coordinate crops, including hands-on maintenance of growing spaces
- Teach youth gardening classes and adult workshops and be available to provide assistance and advice
- Organize and run a Fulton Growers Club with the goal meeting community member interest related to gardening and gardening education
- Coordinate general landscaping and upkeep of NRC property, including eliminating weeds and leaves around perimeter
- Work with partner organizations to supplement any produce needs for food pantry

*Nutrition Education:* Establish, implement and market nutrition education programs and services to center youth and adult members, their families, and the general community. This



will include youth and adult cooking classes, demonstrations, and other educational formats/methods.

- Coordinate NRC's adult food pantry program and ensure compliance with nutritional components
- Research, develop and maintain nutrition education methods and guidelines for the center programming through teaching, facilitation and practical experiences for participants
- Co-Facilitate the Jr Iron Chef Youth Cooking program with Food & Outreach Program Director in partnership with sponsors and other organizations
- Track feedback from participants and collect data to support the continuation of nutrition education programming
- Work one-on-one and in group settings to educate community members about nutrition
- Lead staff trainings on healthy choices and current research on nutrition programs
- Function as a resource for the community, providing nutritional workshops in the Greater Fulton neighborhood and the surrounding areas

#### **EXPERIENCE:**

College education is not required, but is preferred.

- Familiarity of resource barriers facing the Greater Fulton neighborhood and Montrose, including but not limited to, lack of access to basic resources (food, clothing, etc.), decades of governmental divestment, and the impact of income levels on emotional health and well being
- Must be willing to maintain a vegetable and herb garden without the use of synthetic chemicals
- Understand family and cultural values for different ethnic groups
- Effectively conduct culturally appropriate group and individual meetings
- Work collaboratively with colleagues and community members
- Background engaging in communities dealing with the impacts of trauma
- Experience working with adults and youth in a trauma-informed way
- Must be able to balance working independently and being a team player
- Ability to prioritize and navigate workload in response to organizational needs
- Evening work schedule is required with occasional weekends based on program needs
- Must possess proficient skills in Microsoft Office: Word, Excel, Outlook, and PowerPoint and Google Suite, and an aptitude for learning new technology and systems
- Requires frequent bending, squatting, reaching overhead, and heavy lifting of up to 50 lbs, as well as operation of basic power tools and landscaping equipment.



**WHAT WE OFFER:**

The salaried pay for this full-time exempt, grant-funded position is \$36,500. This position is also eligible for medical/vision/dental insurance, paid time off, professional development, and a fun and flexible work environment.

*Neighborhood Resource Center is an equal opportunity employer committed to diversity and equity in the workplace. We strongly encourage those who reflect the communities we serve to apply, including individuals with disabilities and/or people of color.*

**TO APPLY:**

Take some time to familiarize yourself with our organization, what we do, and what we believe in. Then, if this seems like a community you'd like to be a part of, please email your resume to [jobs@nrccafe.org](mailto:jobs@nrccafe.org). Posting will remain open until filled.