



Home Gardens Partnership Coordinator – Cascadia BH

GROWING GARDENS

Caring for a garden can provide emotional and mental satisfaction, enabling individuals to recognize their self-worth, gain self-confidence, and improve social skills. Growing fresh vegetables can also encourage physical exercise and help fill nutritional gaps in the diets of individuals living on limited budgets. If you believe that gardens provide positive holistic health and wellness support, we want you to join our team and grow with us.

Growing Gardens has an opening for a **part-time Partnership Coordinator** (12-15 hours a week, Monday-Friday, some weekend work might be needed). The Partnership Coordinator will work with residents and staff of Cascadia Behavioral Health to build a garden program that highlights the therapeutic and health benefits of producing and using fresh-grown vegetables and fruit. *Note, this is a grant-funded position that has secured funding through December 2024.*

The Community Health Partnership Coordinator will work in a collaborative team environment with the Cascadia staff, Home Gardens, and other community-based organizations. The position is supported with grant funding provided by Portland Clean Energy Fund, which aims to expand access to food and food resources services through regenerative agriculture practice, community-based outreach, collecting data to capture gardening impacts social determinants of health and health disparities, building a more diverse and inclusive public health workforce, and facilitate cross-sectoral partnerships to address the fundamental causes of health inequities.

We are **currently working remotely** but this position will need to be based here in Portland, Oregon, and make weekly site visits to garden sites, meaning this is not a fully-virtual position. We take the current COVID-19 pandemic seriously and work with our teams to ensure their health and safety are centered in our work and shared workspace. If you have more questions about our current COVID-19 policies, please reach out to chat more.

Position: Partnership Coordinator – Cascadia BH

Supervisor: Home Gardens Program Manager

Hours: Flexible schedule, 12-15 hours per week (52-65 hours per month).

Compensation: \$22 per hour with benefits listed below

Position Type: Non-exempt

Job Responsibilities: With % of time estimated; note these could change

Program Coordination (40%)

- Collaborative garden program design with Growing Gardens and Cascadia BH.
- Facilitate weekly interactive garden groups for residents and staff.
- Develop a calendar for garden groups, workshops, and volunteering opportunities based on the gardening season and needs.
- Create communications for facility staff and residents related to the garden and garden activities.
- Track program goals, objectives, and purchases for the garden program.
- Provide monthly updates to Growing Gardens, Cascadia BH, and other stakeholders.
- Cultivate relationships with Providence staff, caregivers, patients, and local businesses and agriculture
- Attending and participating in relevant community meetings, councils, roundtables, and committees.
- Participate in the development of program evaluation plan and protocol and assist with data collection including interviews and focus groups

Garden Management and Community Organizing (40%)

- Maintain the garden site and work with site staff for grounds maintenance.
- Guide improvements to the garden space based on the needs of the residents and the site to incorporate sensory, healing, and restorative experiences.
- Support residents with basic maintenance of the vegetable garden.
- Request donations for garden and workshop materials.
- Coordinate distribution of seeds, tools, plant starts, and other gardening resources
- Communicate operational needs for gardening, events, and workshops.
- Host volunteer work to engage residents, Cascadia staff, and community to support garden maintenance.
- Communicate reliably and consistently through email, text, or phone.

Facilitation and Events (20%)

- Facilitate and support events and activities related to garden education and maintenance.
- Develop and facilitate training for residents and site staff.
- Track training evaluations for changes, updates, and improvements.
- Lead logistical planning for the gardens including, but not limited to securing food, preparing material for events, recruiting attendees and volunteers, managing event teams, planning event agendas, etc.
- Create presentations, flyers, and other promotional materials for events and workshops.

Essentials

- Driver's License and willingness to drive a large van: this position will require picking up and dropping off supplies using our large van. You do not need to have your own vehicle.
- Ability to lift 50 lbs.; this position will require loading and unloading large bags of compost, bales of straw, and wood a few times a year. Other than that, the lifting is minimal.
- Ability to sit or stand at a desk, in front of a computer screen, 30% of the time.
- Ability to attend the People's Institute Training within the first 3-6 months of hire.

The skills we are looking for are:

Has lived experience that is relevant to our work, mission, and anti-racism values

Proficiently able to read, write, and speak proficiently in English.

Excellent communicator (in-person, electronically, in groups, and over the phone)

Experience facilitating groups and classes

Great organizational and project-tracking skills using spreadsheets

Confident working with or learning various types of computer software, including experience in Word, Excel, Google suite, EMR, and database software

Willingness to accept challenges and learning opportunities

Comfortable working in an energetic and busy group office environment

Works great with teams and independently with limited supervision

Ability to work a flexible schedule including some evenings and weekends

Comfortable working both in-office and remotely.

Experience gardening in the Pacific Northwest

Excited about the work of Growing Gardens

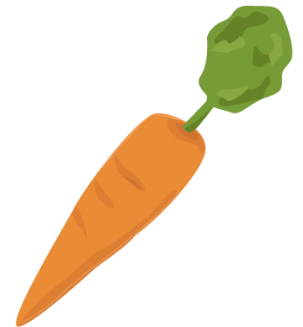
Recommended experience that would be helpful but not required:

Prior participation in the Home Gardens/Programa de Huertos

Community Health Worker or Horticulture Therapy training and/or certifications

Community Organizing

Experience with anti-racism principles and practices



Our work at Growing Gardens is more effective when we have a diversity of identities, backgrounds, and perspectives collaborating towards a common goal. We recognize that to truly promote equity we must be aware of injustices past and present and prioritize our policies and systems in ways that dismantle the current hierarchy. We respect the inherent knowledge and expertise of those that have been most impacted by systemic injustice. We actively seek out and elevate the voices of those in our community that have been silenced, erased, and marginalized. BIPOC (Black, Indigenous, and People of Color) are encouraged to apply for this position.

To be considered for this position, please provide the most current resume/CV and a one-page cover letter with your interest in the position and how your lived experience is relevant to this work and organization to Rashae Burns at; rashae@growing-gardens.org

Benefits include: Benefits depend on the average number of hours worked and will include: Alternative healthcare benefits up to \$750 annually, Simple IRA retirement plan, Employee Assistance Plan, sick pay, professional development training including the 3-day People's Institute Undoing Racism training, gardening advice, and seeds. If average hours are 18.75 or more per week then benefits will also include, pro-rated holiday and vacation pay and paid life insurance. Growing Gardens promotes a flexible work environment that focuses on work/life balance, oh, and lots of great food and coffee (Post-COVID-19).

Position posted:

- Review applications as they are received
- Virtual or In-person interviews (with a group of 2-4 people) with an experiential component (examples being; a group-facilitated decision-making process or presentation of new information to a group)

Applications are accepted starting November 28th and applications will be reviewed as they are received, in addition, this position will stay open until the position is filled.