

**Position: Education/Outreach Assistant** (8-16 weeks, summer youth position with possibility of extension)

**Organization:** Sudbury Shared Harvest

**Website:** [www.sudburysharedharvest.ca](http://www.sudburysharedharvest.ca)

**Location:** Sudbury, Ontario

**\*Due to requirements of the funder, it is only open to those who meet all the following criteria:**

- **Between 15 and 30 years of age (inclusive) at the start of employment;**
- **Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the *Immigration and Refugee Protection Act*\* and;**
- **Legally entitled to work according to the relevant provincial/ territorial legislation and regulations**

Sudbury Shared Harvest is a nonprofit organization dedicated to cultivating community health by connecting people, the food we eat and the land it comes from. We support people in gaining the knowledge, skills and resources they need to access or grow their own food in a way that enhances our urban environment.

Sudbury Shared Harvest is seeking an energetic and enthusiastic person with a strong interest in food security and ecological agriculture to support Sudbury Shared Harvest's current projects. *A strong interest in food security and/or ecological agriculture is really important to us, so we ask that you use your cover letter to describe yourself and explain your interest in food security and/or ecological agriculture.*

**Wage:** \$540 per week, flexible hours to be discussed. Some evening and weekend work will be required.

**Start Date:** May 15, 2023

**Application deadline: April 15, 2023**

The **Education/Outreach Assistant** will work closely with other staff and volunteers to plan and deliver community outreach and educational activities focused on regenerative urban agriculture.

The Education/Outreach Assistant will work mainly out in the community, at various locations in Greater Sudbury, but will also be required to spend a few hours per week working from home (we do not have a physical office).

***Duties include:***

- Working with volunteers to plan and coordinate hands-on garden education programming for pre-school and school-aged children.
- Help coordinate and attend training sessions on specific gardening topics.
- Assist other staff and volunteers with activities related to edible forest gardens.
- Attend community events to promote the organization's activities.
- Assist with produce picking and delivery to community food programs.
- Collect data and maintain accurate records regarding numbers of participants, volunteer hours and other as requested; report to the Executive Director regarding progress and outcomes.
- Assist with other related activities as requested.

***Required qualifications:***

- An outgoing personality with a strong interest in education and/or public outreach.
- Experience or at least a strong interest in working with young children.
- Strong time-management skills with the ability to be flexible and self-directed.

- Creative and enthusiastic with strong problem-solving and teamwork skills.
- Strong communication and organizational skills.
- Valid Ontario Drivers License.

***Additional assets (not required, but if applicable, please mention in your application)***

- Fluency in French.
- Access to a vehicle (mileage will be reimbursed).
- Background and/or study/training in education, early childhood education, experiential education, communications, social work, community development, related fields.
- Experience in gardening and/or small-scale food production.

**Please submit your resume and cover letter to:**

Carrie Regenstreif

Sudbury Shared Harvest

Email: [carrie@sudburysharedharvest.ca](mailto:carrie@sudburysharedharvest.ca) (subject: Education/Outreach Assistant)

Sudbury Shared Harvest welcomes applications from persons of all cultural and racial backgrounds.