

## Job Description

**Job Title:** Teaching Gardening Instructor

**Reports to:** JTC Program Director, in conjunction with the Executive Director

**Hours:**

Part-time, Monday- Friday 12:00am – 6pm. Extended hours during March Break, Winter Break and Summer Camp.

**Key Responsibilities**

- Develop and plan organic garden and nature based after-school and summer camp activities and programs
- Facilitate fun, educational, positive learning experiences for children and youth ages 4-14 (groups ranging from 15 to 30 dependent on staffing with supporting staff)
- Educate children about animal life cycles, habitats, invasive species, biodiversity, migration, ecosystems, vermicomposting, pollination, soil, physical geography, climate, weather, sustainability, healthy lifestyles and food webs through weekly lessons and activities
- Maintain organic gardens as required, including planting, watering, weeding, mulching, compost maintenance, taking temperature of greenhouse, fertilizing etc.
- Assist in the evaluation of this specialty program and make program recommendations through quarterly reports, which include: statistics of children attending, inputs and outputs, progress reports on health of plants, recommendations for activities, how to improve 'challenges and future improvements', estimate values of crops produced
- Obtain quotes on all required resources, and follow requisition procedures to maintain inventory of all necessary items
- Facilitate aquaponics activities including: acquiring resources, testing water for pH, ammonia, and nitrate levels
- Monitor greenhouse plants through the winter
- Participate in summer Farmer's Markets, Annual Arbour Day Festival and Annual Harvest Festival
- Must attend and successfully complete related mandatory training sessions

Dovercourt Clubhouse  
180 Westmoreland Avenue  
Toronto, Ontario  
M6H 3A2  
T 416-536-4102  
F 416-536-2015



[www.dovercourtkids.com](http://www.dovercourtkids.com)  
Registered Charitable Number: 12772-2304-RR0001

Junction Triangle  
Clubhouse  
1379 Bloor Street West  
Toronto, Ontario  
M6P 4J5  
T 416-530-4233  
F 416-536-2105

## **Skills & Qualifications**

- Educational background in a garden/naturalist based program or equivalent combination of education and experience
- Experience planning, organizing and delivering outdoor environmental education and recreation activities to children and youth
- Minimum 3 years' experience working with children in a mentorship role, especially for children ages 4 to 14 years old
- Knowledge of and experience in environmentally sustainable gardening practices, edible and native plants, and ecosystems
- Experience in working independently as well as in teams
- Good communication, customer service and time management skills
- Background in visual arts (drawing & painting) an asset
- Able to thrive in a spontaneous learning environment
- Enthusiastic, outgoing, curious, resourceful, and creative
- Up to date Police Vulnerable Sectors Check
- Up to date Standard First Aid and CPR

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