

Job Posting

BGC Dovercourt is looking for a **Teaching Garden Coordinator!**

The Dovercourt Boys & Girls Club is a not for profit organization that provides after school, summer and March break programs for over 1,000 children and youth at two locations in Toronto's west end.

The mission of the Club is to provide a safe, supportive place where children and youth can experience new opportunities, overcome barriers, build positive relationships and develop confidence and skills for life.

Role Description

Position: Teaching Garden Lead

Start Date: Immediately

Reports to: Executive Director

Hours: Part-time, Monday- Friday 1:00pm – 6:00pm. 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. Monitor greenhouse plants through the winter seasons.
- 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
- Participate in summer Farmer's Markets, Annual Arbour Day Festival and Annual Harvest Festival
- Must attend and successfully complete related mandatory training sessions

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

We thank all candidates for their interest; however only those under consideration will be contacted.

Interested applicants should submit a cover letter and resume (stating proof of qualifications) **ASAP**.

Subject: Teaching Garden Coordinator

Email: careers@bgcdovercourt.com

BGC Dovercourt is committed to employment equity. We thank all applicants, however, only those considered for an interview will be contacted. We welcome and encourage applications from people with disabilities. We are committed to treating all people in a way that allows them to maintain their dignity and independence. We believe in integration and equal opportunity. Accommodations are available throughout the recruitment process and applicants with a disability may request to be accommodated throughout the recruitment process. We will work with all applicants to accommodate their individual accessibility needs.