

## What We Seek

We seek **The North Shore Youth Development Manager (Seed and Dirt Crew)**. Who plays an integral role in the implementation and ongoing development of The Food Project's youth engagement model. They provide primary leadership during the summer and academic sessions for The Food Project's Seed and Dirt Crew. The Youth Development Manager also contributes significantly to youth crew development and evaluation in the organization.

## The Food Project's Youth Development Model

At The Food Project we work in three youth crews, each related, but different, dynamic and particular. Seed Crew is a 6.5-week intensive immersion creating the foundation for all that we do – farming, learning about sustainable food systems, personal development, working on a team, learning about systems of oppression, and cultivating a sense of agency to participate in changing oppressive systems on a very local level through the work we do.

At the end of Seed Crew, youth are invited to apply for Dirt Crew.

Crew Members in Dirt Crew take all that they have learned and experienced in the summer and deepen and stretch that learning across 8 months in the academic season through more advanced workshops, leading volunteers on our farms, and by taking lead on Build a Garden, getting to know community members who are hoping to have or already have a raised bed garden, building raised bed gardens, planting seedlings, supporting seedling and compost sales, etc.

## Responsibilities

### Youth Engagement - 65%

- Seed & Dirt Crew Recruitment and Set up (year-round):
  - Overseeing and be the overall point person for leading recruitment process
  - Overseeing interview process
  - Coordinating with operations on updating application materials.
  - Coordinating with communications on updating promotional materials
  - Review and support designing of curriculum calendars.
  - Coordinating with the operations team on train schedules, tickets, workshops supplies, gear orders.
  - Assist operations with onboarding paperwork as needed.
- Summer Seed Crew Program (June-Aug):
  - Implement daily sessions with the Seed Crew in accordance with stated schedule, design and learning objectives, focusing on building introductory knowledge of social justice and food justice issues and skills in communication and relationship building across social barriers, farmer and community engagement.
  - Train, coach, mentor, and supervise peer leaders and Crew Leaders to ensure a smooth, high-impact experience for Crew Workers throughout the summer
- Academic Year Dirt Crew Program (Sept-May):
  - Implement weekly group sessions with Dirt Crew throughout the academic season in accordance with stated learning objectives, focusing on building youths' knowledge of social justice and food justice issues and their skills in leading volunteers and performing rigorous work in sustainable agriculture. This includes Saturday and after school work opportunities.



## The Food Project

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### The Food Project (TFP)

### TFP Values

Diversity, Inclusion, Belonging,  
Equity (DIBE)

### Land Acknowledgement

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### Position:

**North Shore Youth Development  
Manager (Seed/Dirt)**

**Salary Range:**  
**\$48,000 to \$55,250**

### Employee Benefits

- Provide individual mentorship for Dirt Crew youth to achieve their individual, interpersonal and group goals, and give youth regular feedback through Real Talk and other mechanisms.
- Coordinate additional work opportunities for youth.
- Lead and work in collaboration with Community Programs Manager in the implementation of Serve and Grow/Build a Garden program

### **Program Strategy and Impact 20%**

- Curricular & Experience Alignment: Design aligned flow of curricular and experience structures for youth programs based on organizational goals.
- Documentation and Evaluation: Coordinate good documentation, mapping, and evaluation processes for the work with our Evaluation Manager.
- Community of Practice & Engagement (Departments): Work with Directors to implement a community of practice & engagement among staff across departments (youth, community, farm & food distribution, development, communications, operations & evaluation)
- Community of Practice & Engagement (Team): Work with Regional Team to implement a community of practice & engagement contributing to the alignment, maintenance, and further development of a strong, coordinated, multi-year program development in accordance with organizational strategy.

### **Management 5%**

- Supervisor Check ins: One on one check ins between supervisor and supervisee.
- Supervise- Summer Crew Leaders, Operations Coordinator, and youth
- Vehicle Upkeep: Manage maintenance and upkeep of 15 passenger van
- Budget: Update and Management of department budget

### **Organizational Health (15%)**

- Participate in our justice, equity, diversity, and inclusion initiatives.
- Prepare and participate in structured, regular feedback sessions.
- Participate in all-staff meetings, team meetings, and provide cross-department support.
- Participate in annual planning, budgeting, and performance review processes.
- Perform other duties as assigned, within capacity.

### **Qualifications**

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- At least two to three years of experience working directly with high school youth in teaching, organizing, mentoring, and/or facilitative capacity.
- Experience facilitating discussions or training about Diversity, Equity, Inclusion and Belonging (DEIB) as well as in working with diverse groups of people.
- Experience in curriculum design, including ability to make complex information accessible to adolescent learners and understanding of how to adapt content to learning exceptionalities.
- Demonstrated skills in youth development, including setting healthy boundaries between youth and supervisors and responding effectively to the non-programmatic issues youth bring up in the course of their work.

- Capacity to uphold high standards set by the community and ability to motivate a group of young people while fostering their potential.
  - Strong interest in working with youth as partners and supporting the youth-centered aspects of the work.
  - Excellent organizational skills, dependability, flexibility, and capacity to manage time effectively both independently and on group projects.
  - Some familiarity with food systems and food access issues.
  - Must have a valid driver's license and willingness to drive large (15-passenger, cargo van, and/or truck) vehicles in the city.
  - Farming or gardening experience (preferred).
  - Familiarity with the City of Lynn (preferred).
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### **Location & Schedule**

This position will be based in Lynn and Wenham, MA with fluctuating Tuesday through Saturday/Monday through Friday work week depending on the season.

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### **Recruitment Process**

Please send resume and cover letter via email to: [jobs@thefoodproject.org](mailto:jobs@thefoodproject.org). In the subject line, write your name and the position for which you are applying, eg: "Jordan Smith – Full JOB TITLE".

We will review all submissions, identify viable candidates and contact ONLY those individuals selected to continue in the search process. The position will be filled when a desired candidate is found.

**The Food Project is an Equal Opportunity Employer that is committed to creating an inclusive organization. We actively seek a diverse pool of candidates for this position.**