



**The Food Project**

## Fellowship Program - Academic Year

### Who We Are

Youth. Food. Community. Three important issues that intersect in one place: The Food Project. Here, we believe that food is a unique vehicle for creating personal and social change. Nothing else ties us so intimately to each other and the planet we share, affecting our health, the climate, culture, and poverty and privilege around the globe. If we — young and old from all walks of life — can unite to change the food system, we can change the world. From our urban and suburban farms to our community education programs, we aim to do just that by bringing together youth and adults from diverse backgrounds who work together to build local and sustainable food systems.

Since 1991, The Food Project has built a national model of engaging young people in personal and social change through sustainable agriculture. Each year, we work with more than 120 teenagers and nearly 2,000 volunteers to farm on 70 acres in eastern Massachusetts in the towns and cities of Wenham, Lincoln, Boston, and Lynn. We consider our hallmark to be our focus on identifying and transforming a new generation of leaders by placing teens in unusually responsible roles, with deeply meaningful work. In addition, we help others grow their own food and provide training resources based on all we have learned.

### What We Seek

We seek a cohort of Fellows (youth programs alumni) to participate in our Academic Year Fellowship Program. The Fellowship Program is a space to:

- Learn and work together with peers and staff to deepen and expand their understanding and impact on The Food Project’s mission and vision.
- Contribute creativity, lived experience, and ideas to inform the continued development of the Fellowship Program.
- Intentionally support individual growth and professional development of Fellows.

**Fellowship Gatherings** - As part of the Fellowship Program, while involved with respective Fellowship roles, participants will gather twice per trimester to connect with one another, learn, and contribute to the development of the Fellowship Program, support each other in their Fellowship work and each other’s professional growth. At times this will include visits to other food systems partners to gather more context, support their work, learn different approaches and perspectives, and build your network to inform work at TFP and reimagine a better food system that can work for everyone.

### Saturday - Academic Year Gatherings:

Fall	Winter	Spring
September 28th, 2024 November 30th, 2024	December 14th, 2024 March 1st, 2025  Hold - Winter Retreat- Feb 14-16th, 2025	April 19th, 2025 May 31, 2025

**Professional Development & Networking** - The Food Project will provide opportunities for Fellows to connect with staff, alumni, and institutional partners that have aligned interests to help support their professional growth and networks. This may be at times built in at gatherings or independent time as it allows.

**Fellowship Positions** - please see the end of this document for a list of the positions, supervisors, schedules, and responsibilities. You may apply for each position on its own, or you may combine positions if your capacity and position schedules allow.

### Qualifications:

- Alumni (high school graduates) of The Food Project's youth programs are preferred.
- Excited to connect with other alumni, our youth, and our community.
- Familiar with Google Suite and Zoom.
- Comfort working independently and with a team in virtual and in-person spaces.
- Excellent follow-through on assigned tasks and attention to detail.
- Experience with communicating in a professional environment.
- Comfortable in speaking in front of and facilitating discussions for groups of people.
- Experience and understanding of the topics of oppression, power, and equity.
- Experience in working with diverse groups of people.
- Excellent organizational skills, dependability, flexibility, and capacity to manage time effectively, both independently and on group projects.
- Strong familiarity and interest in food systems work.

### Compensation

The hourly rate for this job is \$19.00 per hour (\$20.00 per hour for the Fellow Coordinator position). There are Academic Year positions (combination of seasons fall, winter, and/or spring trimester starting in the week of September 28th, 2024).

### Application Process

Please send a resume and cover letter via email to: [jobs@thefoodproject.org](mailto:jobs@thefoodproject.org). In the subject line, write your name and the position(s) for which you are applying, eg: "Jordan Smith – [Greater Boston Root Crew Assistant Supervisor]"

***Important Note:** As stated above, there is opportunity to combine positions if you are interested and have the capacity to engage and are available for the listed schedules. If you are interested, please state those positions in your Cover Letter and in the title of your email.*

*If you have any questions about this process, please contact the Director of Learning and Programs - Ludia Modi - at [luodi@foodproject.org](mailto:luodi@foodproject.org)*

We will review all submissions, identify viable candidates, and contact ONLY those individuals selected to continue in the search process. Interviews and selections will be on a rolling basis until we fill positions. We will officially close the application process on **Thursday, September 13th, 2024 at 5:00 PM** and hope to hire final candidates by Friday, September 20th.

We will be looking to interview applicants with a quick turnaround, so expect an email on Monday, September 16th with potential dates and times to schedule your first interview.

**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 these positions.**

[Please see below for a list of available positions and optional activities.](#)

**Fall, Winter, and Spring  
Academic Year Fellowship Position: September 28th - May 31st 2024**

Greater Boston Root Crew Assistant Supervisor	Greater Boston Dirt Crew Assistant Supervisor
<p><b>Supervisor:</b> Greater Boston Root Crew Youth Development Manager  <b>Location:</b> Hybrid; except programmatic Saturdays  <b>Schedule:</b> Tuesday through Saturday. Must be available for Saturday program implementation + Gatherings</p> <p><b>Hours:</b> 12.5 hours a week (Academic year Sept-May)</p> <p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Partner with Youth Development Manager &amp; Peer Leader to plan, prepare for, and support Academic year youth crew that align with the crew's primary responsibilities, learning objectives, and goals.</li> <li>• Regularly provide staff support for youth crew members in the planning and implementation of community events, and/or learning exchanges</li> <li>• Foster a culture of trust, respect, accountability, and growth among crew members.</li> <li>• Provide mentorship for youth to achieve their individual, interpersonal and group goals, and give youth regular feedback through Real Talk and other mechanisms.</li> </ul>	<p><b>Supervisor:</b> Greater Boston Dirt Crew Youth Development Manager  <b>Location:</b> Hybrid; except programmatic Saturdays  <b>Schedule:</b> Tuesday through Saturday. Must be available for Saturday program implementation + Gatherings</p> <p><b>Hours:</b> 12.5 hours a week (Academic year Sept-May)</p> <p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Partner with Youth Development Manager &amp; Peer Leader to plan, prepare for, and support Academic year youth crew that align with the crew's primary responsibilities, learning objectives, and goals.</li> <li>• Regularly provide staff support for youth crew members in the planning and implementation of community events, and/or learning exchanges</li> <li>• Foster a culture of trust, respect, accountability, and growth among crew members.</li> <li>• Provide mentorship for youth to achieve their individual, interpersonal and group goals, and give youth regular feedback through Real Talk and other mechanisms.</li> </ul>
North Shore Root Crew Assistant Supervisor	North Shore Dirt Crew Assistant Supervisor
<p><b>Supervisor:</b> North Shore Root Crew Youth Development Manager  <b>Location:</b> Hybrid; except programmatic Saturdays  <b>Schedule:</b> Tuesday through Saturday. Must be available for Saturday program implementation + Gatherings</p> <p><b>Hours:</b> 12.5 hours a week (Academic year Sept-May)</p> <p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Partner with Youth Development Manager &amp; Peer Leader to plan, prepare for, and support Academic year youth crew that align with the crew's primary responsibilities, learning objectives, and goals.</li> <li>• Regularly provide staff support for youth crew members in the planning and implementation of community events, and/or learning exchanges</li> <li>• Foster a culture of trust, respect, accountability, and growth among crew members.</li> <li>• Provide mentorship for youth to achieve their individual, interpersonal and group goals, and give youth regular feedback through Real Talk and other mechanisms.</li> </ul>	<p><b>Supervisor:</b> North Shore Dirt Crew Youth Development Manager  <b>Location:</b> Hybrid; except programmatic Saturdays  <b>Schedule:</b> Tuesday through Saturday. Must be available for Saturday program implementation + Gatherings</p> <p><b>Hours:</b> 12.5 hours a week (Academic year Sept-May)</p> <p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Partner with Youth Development Manager &amp; Peer Leader to plan, prepare for, and support Academic year youth crew that align with the crew's primary responsibilities, learning objectives, and goals.</li> <li>• Regularly provide staff support for youth crew members in the planning and implementation of community events, and/or learning exchanges</li> <li>• Foster a culture of trust, respect, accountability, and growth among crew members.</li> <li>• Provide mentorship for youth to achieve their individual, interpersonal and group goals, and give youth regular feedback through Real Talk and other mechanisms.</li> </ul>

Communications: Storytelling & Marketing Fellow	Fellowship Program and Alumni Coordinator Fellow - Org Support
<p><b>Supervisor:</b> Director of Institutional Relations  <b>Location:</b> Hybrid; (Lynn, Lincoln, Boston Offices and Remote)  <b>Schedule:</b> Flexible during weekdays and gathering Saturdays  <b>Hours:</b> 12.5 hours a week</p> <p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Seek out and tell Food Project stories through a variety of mediums, including photos, video, writing, etc. What are some of the pieces for sharing via our website, newsletter, and social media platforms. Expect to lean into your existing strengths as a storyteller, while also gaining new skills.</li> <li>• Coordinate with our Communications and Marketing Associate to support the design of marketing campaigns.</li> </ul>	<p><b>Supervisor:</b> Director of Learning and Programs  <b>Location:</b> Hybrid (Lynn, Lincoln, Boston Offices and Remote)  <b>Schedule:</b> Flexible during weekdays - but must be available and attend Fellowship Gatherings throughout the year.  <b>Hours:</b> 12.5 hours a week</p> <p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Work with the Director of Learning and Programs to plan and implement Fellowship Gatherings throughout the year.</li> <li>• Work with the Director of Learning and Programs to support Fellows interested in working on independent projects.</li> <li>• Support Fellows in achieving their personal and work goals Act as a talking partner around ideas, challenges, logistics, and opportunities throughout the year.</li> <li>• Host 2 academic year alumni gatherings (1 per region)</li> </ul>

**Optional Activities** - as personal and work schedules and conflicts allow

- **All Staff Meetings** - Fellows are enthusiastically invited to and welcomed to attend All Staff meetings as they are available throughout their time.
- **Fellowship Projects** - As part of the Fellowship, we plan to offer the opportunity for Fellows to develop an independent project to complete during their time in the program that aligns with Fellow’s personal interests that also promote the mission, vision, and strategic plan of The Food Project. For those interested, time to work on independent projects will be built into the Gatherings and some time throughout the trimester during the work weeks that do not conflict with other responsibilities.
- **Conferences and Events** - There will be opportunities for Fellows to represent The Food Project and hyperlocal, regional, and national conferences and events as personal and work schedules allow.

**Winter - Early Spring  
Academic Year Fellowship Position: September 28th - May 31st 2024**

Recruitment Fellow - North Shore (Winter)	Recruitment Fellow - Greater Boston (Winter)
<p><b>Supervisor:</b> Associate Director of Youth and Community North Shore  <b>Location:</b> Hybrid; in person various</p> <p><b>Schedule:</b> Tuesday through Saturday starting (December 14th 2024 till April 4th, 2025)</p> <p><b>Hours:</b> 10 hours a week</p> <p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Work with the Associate Director to develop and implement recruitment strategies to attract qualified candidates for The Food Project Seed Crew program positions. <i>Positions include Seed Crew members, Crew Leaders, Operations Coordinators, Site Supervisors, and farm fellows.</i></li> <li>• Attend tabling events and career fairs to recruit for Seed Crew Program positions</li> <li>• Support Associate Director in reviewing seasonal staff resumes and conducting initial screenings, to assess candidates' skills, experience, and cultural fit.</li> <li>• Work with Associate Director of Youth and Community and Youth Development Manager to support with Seed Crew Interview step-up and implementation</li> </ul>	<p><b>Supervisor:</b> Associate Director of Youth and Community Greater Boston  <b>Location:</b> Hybrid and in person various</p> <p><b>Schedule:</b> Tuesday through Saturday starting (December 14th 2024 till April 4th, 2025)</p> <p><b>Hours:</b> 10 hours a week</p> <p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Work with the Associate Director to develop and implement recruitment strategies to attract qualified candidates for The Food Project Seed Crew program positions. <i>Positions include Seed Crew members, Crew Leaders, Operations Coordinators, Site Supervisors, and farm fellows.</i></li> <li>• Attend tabling events and career fairs to recruit for Seed Crew Program positions</li> <li>• Support Associate Director in reviewing seasonal staff resumes and conducting initial screenings, to assess candidates' skills, experience, and cultural fit.</li> <li>• Work with Associate Director of Youth and Community and Youth Development Manager to support with Seed Crew Interview step-up and implementation</li> </ul>

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