**Dickinson College Farm: Education & Outreach Coordinator**

**Overview:**

This yearlong full-time position will afford a Dickinson graduate with a unique opportunity to continue their connection with the College Farm and local food initiatives while developing professional skills in educational programming, program management and communications. Recent graduates who are self-directed and have a vested interest in food-related issues and campus-based programming will thrive in this position. The Education & Outreach Coordinator will be supervised by the Farm’s Director who will ensure the position’s success through empowerment and support.

A successful candidate will have:

* + Strong professional development interest in farm/food-oriented communications, education and outreach programming
  + Desire to delve deeper into food studies initiatives
  + Ideas for serving as an effective liaison between the College Farm and campus departments, programs and student body
  + Foundational knowledge and skills with social media
  + Though not required, previous involvement with the College Farm or other food/farm-related experience is appreciated
  + A valid driver’s license

**Position Description:**

1. Support the College Farm’s Existing Youth Education Programs (SEED & FCE)
   1. Assist student coordinators in charge of SEED and FCE and provide logistical and curriculum development support
      1. <https://dickinsonseed.weebly.com/>
      2. <http://blogs.dickinson.edu/farm/farm-cook-eat/>
   2. Develop, implement and oversee media/advertising details for successfully promoting these programs including registration details
2. Develop and implement strategies for engaging students and the campus community in ways that better connect them to the College Farm
   1. Develop and organize year-long calendar of monthly farm or campus-based workshops that are open to the campus community
   2. Make connections with the local food and farming community for possible field trips and/or work days
   3. Seek collaborative partnerships across campus on programming ideas that are mutually beneficial
   4. Oversee media/advertising details for successfully promoting these programs including registration details
   5. Recruit and manage logistical support on day of events
3. Provide oversight on existing College Farm Programming
   1. Non-food related programming for monthly Pizza on the Plaza events on campus, including publicity
   2. Program coordination and implementation of Farm Frolics in September in conjunction with the SLCE
   3. Organizational details for other annual farm events like Harvest Fest, the Local Food Dinner and Springtime Celebration
4. Oversee and promote general campus-based awareness of the College Farm
   1. Work with campus departments to ensure proper materials are in place for building farm awareness
   2. Initiate, coordinate and lead tours of the College Farm for interested staff, faculty and student groups
   3. Design and update farm media around campus; from posters to installations – be creative!
   4. Assist with presentation requests from campus and greater Carlisle community
5. Dining Services Liaison on Marketing
   1. Develop awareness building programs with the support of Dining Services staff on the topic of local food and the connection with the College Farm using various media outlets
6. Support College Farm Administrative Assistant with Social Media updates on blog, Instagram and Facebook
7. Assist College Farm Staff with on campus farmstand set up and sales during the summer months
8. Provide hands-on support to College Farm through field work twice per week for half a day

**Compensation:**

This one year full-time position includes a competitive salary that includes a living allowance for housing in or around Carlisle and access to professional development resources, in addition to a complimentary CSA share (30 weeks) with access to farm crops on an as needed basis.