

## Dickinson College Farm: Education & Outreach Coordinator

### **Overview:**

This yearlong full-time position will afford a Dickinson graduate with the unique opportunity to continue their connection with Dickinson, the College Farm, and local food initiatives while developing professional skills in educational programming, program management, small business 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 mentorship, empowerment, and support.

A successful candidate will have:

- A strong professional development interest in farm/food-oriented education, business, and outreach programming
- The desire to delve deeper into food systems initiatives
- Ideas for serving as an effective liaison between the College Farm and campus community
- 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. Develop and implement strategies for engaging students and the campus community in ways that better connect them to the College Farm
  - a. Develop and organize year-long calendar of monthly farm or campus-based workshops/classes that are open to the campus community
  - b. Make connections with the local food and farming community for possible field trips and/or work days
  - c. Seek collaborative partnerships across campus on programming ideas that are mutually beneficial
  - d. Coordinate programming for farm events like Harvest Fest and monthly Pizza on the Plaza events on campus
  - e. Oversee media/advertising details for successfully promoting these programs including registration details
2. Assist with oversight of Farm Works
  - a. Assist farm staff with management of farm store operations during the academic calendar, including maintaining product inventories, new product ideas, and marketing
  - b. Assist farm staff with meal prep, including key responsibilities based on EOC's interest
  - c. Assist farm staff with food preservation and other products made "in house"
3. Oversee and promote general campus-based awareness of the College Farm

- a. Work with campus departments to ensure proper materials are in place for building farm awareness
- b. Initiate, coordinate and lead tours of the College Farm for interested staff, faculty and student groups
- c. Design and update farm media around campus; from posters to installations – be creative!
- d. Assist with presentation requests from campus and greater Carlisle community
4. Support the College Farm's Existing Youth Education Programs (SEED)
  - a. Assist student youth educators in charge of SEED and provide logistical and curricular development support
    - i. <https://blogs.dickinson.edu/farm/seed-sustainable-earth-education/>
  - b. Develop, implement and oversee media/advertising details for successfully promoting these programs including registration details
5. Manage the farm's social media outlets, including updates on the farm blog, Instagram and Facebook
6. Provide hands-on support to College Farm through field work on an as needed basis – primarily in the summer.

**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 campus and professional development resources, in addition to a complimentary CSA share (30 weeks) and discounts on farm raised items like meat and eggs.