Green Village Initiative (GVI) is an urban agriculture non-profit in Bridgeport, CT. Our mission is to create social, economic and environmental change through a unified network of urban farms, community gardens and school gardens. GVI supports healthy lifestyles and economic self-reliance in Bridgeport through food production and education. Since 2011, we have built an urban farm (Reservoir Community Farm), established 23 school gardens, and have worked with a network of community gardens across the city. Our farms and gardens grow thousands of pounds of fresh, healthy fruits and vegetables for the city’s public schools and nurture a multigenerational grassroots movement of urban growers.

We are currently hiring for a School and Community Gardens Program Manager. The Program Manager will manage GVI’s school garden and community garden program and oversee supportive staff and Americorps members. This position reports to GVI’s Executive Director.

The Program Manager will be responsible for:
Implementing GVI’s School Garden and Community Garden strategies, towards long-term goals:

- Support 23 school gardens and 13 community gardens by deploying resources such as information, workshops, compost and tools
- Strengthen and maintain relationships with Garden Captains and school administration, such as coordinating and facilitating annual network-wide meetings
- Work with school administration and faculty to develop plans, including annual objectives and long-term goals, for individual school garden sites, with support from GVI’s School Garden Coordinator and FoodCorps members
- Ensure monthly garden workshop series is well planned and deployed: Oversee GVI’s School Garden Coordinator in identifying topics and presenters and coordinating workshops.
- Ensure that gardens offer safe, welcoming growing spaces by coordinating garden rebuilds, improvements and cleanups as needed, including recruiting and managing volunteers.
- Manage school garden and community garden program budgets
- Oversee data collection processes and gardener registration process for school garden and community garden programs
- Track progress against established annual program goals; Work with Executive Director to explore course corrections as appropriate and evaluate programs against goals and stakeholder input
- Maintain strategic partnerships, such as with the CT Food Bank, Council of Churches of Greater Bridgeport and the Nutrition Center, to deploy additional educational activities at sites as needed

Overseeing School Garden and Community Garden Team Members:

- 2 FoodCorps Members, focused on: fostering deep involvement in 2 to 4 school gardens among school faculty and students.
- 1 School Garden Coordinator, focused on: maintaining relationships with school garden teachers, families, and other faculty; coordinating monthly workshop series
- 1 Americorps VISTA member, focused on: establishing processes for data collection, volunteer management and distributing resources to gardens; creating and distributing informational materials (such as garden toolkits); improving and deploying gardener registration process

Provide direction to the GVI School Garden Advisory Committee:

- Work with Executive Director to establish goals and activities, based on existing strategies
- Tracking progress against goals, monthly targets and ensuring that deliverables are met
Skills required:

- Basic gardening or farming knowledge including familiarity with or ability to learn safe operation of hand and power garden tools
- Enthusiasm in working with and mentoring entry-level staff and volunteers of all ages and levels of experience; Interest in sharpening one’s own leadership skills and mentoring others towards leadership
- Project Management experience and experience or willingness to learn budget management
- Ability to work with a diverse group of individuals and communities
- Ability to move projects forward and solve problems independently and creatively
- Ability to be flexible based on nature of dynamic programs and partnerships; Flexible working style
- Ability to work independently and collaborate effectively
- Very good working knowledge of basic Microsoft Office applications, Google Drive, and social networking tools
- Superb written and oral communication skills
- Conversational Spanish is preferred

This is a full-time position for one year, with continuation contingent on funding, and compensation of $30,000 annually.

To apply:

- The application period for this position will be open until August 15th, or until filled
- Please send a resume and cover letter to opportunities@gogvi.org