



Program Coordinator Job Description

June 1 - August 31st
(flexible, but willing to start in April and extend through September).

Overview

The Program Coordinator oversees the delivery of the River City Youth Ops job training and educational curriculum, and also acts as a mentor and supervisor for youth. This position works in conjunction with the Farm Manager and reports to the Program Director. This individual will exhibit demonstrated experience and passion for working with youth, outdoor experiential education, farm and garden practices, and working with diverse youth populations.

About River City Youth Ops

River City Youth Ops creates opportunities for youth enrichment in the West Central neighborhood through community engagement, job training, and education. We envision a diverse community of empowered, skilled and capable youth working to strengthen themselves and their local environment.

Our core program is a youth training program where youth are paid educational stipends and we farm neighborhood lots and sell at two farmers markets per week.

Responsibilities

- ❖ Manage, plan, and execute daily lessons in farm and market management, job readiness skills, team building, communication, natural environment, community engagement, and personal development.
- ❖ Provide daily supervision, mentoring, training and crew management of seasonal farm and market staff, teenage interns in agricultural work, education and other program-related projects during both the summer and academic year employment programs.
- ❖ Communicate and coordinate with guest speakers, volunteers, organizational partners, staff, and represent RCYO in community and at farmers markets.

Minimum Qualifications

- ❖ Bachelor's degree or in pursuit of, share relevant experience.
- ❖ Working with youth from diverse backgrounds.



Critical Success Factors

- ❖ An unwavering commitment to delivering a high-quality, educational job training program for young people in West Central.
- ❖ Ability to deliver dynamic and engaging experiences with young people, such as managing distractions, active listening, practicing nonviolent communication, and team-building across a diverse age range 12-18 year olds
- ❖ Passion for working with youth in a respectful, positive and empowering way.
- ❖ Exhibiting awareness and appreciation for each individual's inherent dignity and worth.
- ❖ A strong sense of ownership and integrity, from small or tedious tasks to large projects.
- ❖ Excellent relationship-building and collaboration skills with diverse groups of people.
- ❖ Genuine enthusiasm to engage with youth and staff on the farm on a regular basis—this is a high-energy role, often outdoors, in the heat of summer.
- ❖ Willingness to learn and implement compassionate communication strategies that are interwoven into the program.
- ❖ Bring transparency, honesty, and a compassionate perspective to the workplace.
- ❖ A commitment to cultivate an inclusive organizational culture that recognizes existing systemic inequity.