# Groundwork

**60 Island Street, Lawrence, MA 01840**

**T: (978) 974-0770 F: (978) 974-0882**

**www.groundworklawrence.org**

## **Lawrence**

**Green Team Youth Leader Positions (Full-time, Seasonal)**

Groundwork Lawrence (GWL) is seeking individuals with experience in youth education, development, and mentorship who will be responsible for daily management and supervision of our Green Team Summer 2014 youth program crews. The Green Team Summer Program is an 8-week part-time job opportunity for high school students in Lawrence to engage in environmental improvement and healthy community initiatives. Our 30 Green Team members will be split into three crews of ten, and we are looking to hire 2 adult team leaders per crew, for a total of 6 leaders:

* The “So Fresh” Crew will: operate Green Team’s “Keepin’ It Fresh” business venture which involves growing produce in community and school yard gardens for sale at Lawrence Farmers Markets; assist market managers with incentive and educational programming at Farmers Markets; assist and facilitate volunteers in growing produce for Bread and Roses Soup Kitchen; participate in workshops on growing food, nutrition, and healthy lifestyles; present Nutrition and Energy Balance workshops to youth in Lawrence.
* The “So Clean” Crew will work in city parks and Department of Conservation and Recreation (DCR) land to maintain open space and trails; remove invasive species; participate in workshops to learn about Lawrence’s ecology and natural/social history; lead tours at various parks in Lawrence; provide leadership, mentorship, and service learning education for children in GWL’s Urban Adventures summer programs; explore different green/environmental career paths.
* The “So Connected” Crew will provide environmental education/stewardship sessions for children in the Summer Parks and Recreation programs; establish and maintain social media outreach including Facebook, Twitter, blogging; write articles for summer newsletter; participate in community leadership and advocacy through door knocking education campaigns; work with local government, non-profits, and citizens to complete outreach goals.

**Job Responsibilities:**

* Manage Green Team program under the supervision of the Education Program Coordinator:
	+ Provide training & safe tool use instruction and supervision to crew members
	+ Manage the quality & technique of work performed
	+ Ensure successful and timely completion of work projects
	+ Promote leadership & teamwork
	+ Maintain a safe work environment
	+ Convey important logistical information (daily meeting times and locations) and manage crew time sheets
	+ Transport members as needed in GWL van
* Take part in a week-long paid training to learn about GWL, tool safety, youth leadership and facilitation, curriculum development, and become familiar with summer schedule
* Organize and manage logistics for field trips and guest speakers or activities with other organizations/youth groups
* Integrate Green Team’s programming with GWL’s volunteer projects, as well as other aspects of our work
* Support GWL staff with general youth program logistics

**General Qualifications:**

* Experience in leadership and youth development
* Desire to do hard work in the outdoors
* Strong verbal and written communication skills, strong interpersonal skills
* Basic computer skills: Word, Excel and desktop publishing
* Strong organizational skills and ability to balance competing priorities and deadlines
* Ability to work effectively independently and as part of a team
* Willingness to help wherever necessary, outside of your normal job description
* Minimum of 21 years of age, US citizen or permanent resident status
* Ability to work a flexible schedule (some night and weekends will be required)
* Bi-lingual skills (Spanish/English) are a plus.
* Experience or desire to work in multi-cultural settings
* A CORI and SORI background check and drivers license is required, as is a safe driving record
* Current CPR & First Aid certification (training provided as needed prior to start date)

**Additional “So Fresh” Crew Preferred Qualifications:**

* Passion for healthy food
* Experience in agricultural production and sales
* Experience in agricultural education
* Interest in local food systems and urban agriculture
* Experience selling at Farmers Markets
* Knowledge of nutrition/diet-related disease/energy balance

*\*\*Schedule for “So Fresh” Crew will vary due to weekend Farmer’s Market*

**Additional “So Clean” Crew Preferred Qualifications:**

* Knowledge of basic tool safety and tool use
* Experience with basic trail maintenance
* Interest in park and green space stewardship
* Experience leading educational tours
* Knowledge of urban ecology and invasive species
* Knowledge of Lawrence history and community

**Additional “So Connected” Crew Preferred Qualifications:**

* Knowledge of local government and political systems.
* Experience with community outreach and mobilization efforts and campaigns.
* Knowledge in media outreach campaigns.
* Lead by example in approaching community members in a positive and enthusiastic manner.

**Compensation: $3,500 - $4,500 stipend (dependent upon funding)**

**Employment Dates: Approximately mid-June – August 17, 2014; 35-40 hrs/wk; with 2-3 camping/overnight field trips.**

**To Apply:** Applications will be reviewed on a rolling basis. Please submit letter of interest and resume **by April 11th, 2014** to:

Stephanie Maraldo

Groundwork Lawrence

60 Island St, Lawrence MA 01840

Smaraldo@groundworklawrence.org

Please indicate which crew you would prefer to work with Please call or email Stephanie with any questions **(978) 974-0770 ex 7004**

**Hiring Policy**:  Groundwork Lawrence is an equal opportunity employer.  We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any legally protected status.  **City of Lawrence residents are strongly encouraged to apply.**