



Job Posting: Edible Avalon Coordinator

Avalon Housing is a non-profit supportive housing provider created in 1992 as a long-term solution to homelessness. Avalon owns and operates apartments at sites throughout Ann Arbor, manages rent vouchers with private landlords, and partners with both the Ann Arbor and Ypsilanti Housing Commission to provide housing alternatives for formerly homeless adults and families throughout Washtenaw County.

Edible Avalon is a community gardening program that supports tenants in growing fresh, organic produce at 16 Avalon properties. The goals of the program include improving tenant access to fresh produce, increasing tenant awareness of health, nutrition, and gardening, and building community. Avalon's Youth Leadership Program (YLP) is designed to help teens gain leadership skills through developing their own gardens and acting as mentors to the younger children. The Edible Avalon and Youth Program Coordinator will plan, implement, and oversee all aspects of our community gardens, including some volunteer coordination and support. The Edible Avalon and Youth Leadership Coordinator will also oversee the YLP and work with the teens as they mentor children in our summer programs and sell produce at local Ann Arbor Farmer's Markets. This position requires knowledge of organic vegetable gardening and experience working with youth. It is a year-round, permanent part time position, expected to be 20-25 hours per week in the spring and summer, and 15-20 hours in the fall and winter.

Job Responsibilities

Overall Edible Avalon duties:

- Cultivate seedlings in preparation for gardening season
- Plan for and staff garden planting and closing days
- Provide ongoing, active outreach and creative engagement to tenants in an effort to increase our number of tenant gardeners, including through the staffing of Avalon's weekly food pantries and prepared meals
- Provide ongoing education and workshops in regards to gardening and nutrition
- Communicate with gardeners about questions and concerns
- Recruit and manage site coordinator volunteers for each garden in the Edible Avalon program
- Ensure gardens are well maintained throughout season and any modifications needed for upkeep are made
- Work to build community and peer support among tenants including participation in community programming activities
- Work with outside community agencies to strengthen program

Overall Youth Leadership duties

- Develop and implement curriculum for Youth Leadership Program and oversee program activities, including Wednesday evening Farmers Market booth
- Oversee Youth Leadership Program interns and volunteers
- Mentor Youth Leadership Program participants / Avalon teens to help them successfully complete program and develop leadership skills
- Hold weekly “Teen Hours” at Avalon community centers to assist with engagement and bolster interest/participation in the Youth Leadership Program
- Work with Youth Leadership Program participants to develop monthly skill and community building workshops for Avalon teens (during off season)
- Collaborate with Community Builders on Teen and Youth Leadership Program focused events
- Collaborate with outside partners to enrich programming for Youth Leadership participants / Avalon teens, sell produce left over from markets, and introduce teens to other gardening and farming related projects and endeavors

Supplemental Job Duties:

- Provide transportation for clients, in particular those in the Youth Leadership Program
- Work with Dietetic Interns from the U of M School of Public Health on educating residents about and promoting healthy eating and nutrition
- Maintain data, evaluation and outcome tracking for both programs

Qualifications

- Knowledge of and experience with gardening
- Experience and interest in working with youth
- Flexible schedule

Desired Skills and Abilities

- Self-motivated to complete tasks
- Experience working with youth
- Knowledge of growing organic vegetables
- Ability to effectively work with diverse populations in a non-judgmental way
- Project or volunteer management experience
- Strong communication skills – both verbal and written
- Strong problem-solving skills
- Ability to give and receive constructive feedback
- Ability to recognize appropriate boundaries with clients
- Ability to work as part of a team
- Some grant writing experience preferred but not required
- Willingness to obtain a chauffeur’s license
- Avalon Housing is dedicated to eliminating racial inequities. Successful candidates will demonstrate the ability to work well with multicultural communities.

A valid driver’s license and reliable transportation is required.

Job Title: Edible Avalon and Youth Leadership Coordinator
Department: Community Building
Reports to: Community Building & Engagement Team Leader
Status: Part-time: 20 hours per week, some weekend and evening hours may be required

To apply please send a resume, cover letter, and references to jobs@avalonhousing.org or mail to:
Avalon Housing, Inc., Attn: Personnel
1327 Jones Drive, Suite 102
Ann Arbor MI 48105

This posting will remain open until the position is filled.

Avalon Housing is an equal opportunity employer and actively seeks applicants from diverse racial and ethnic backgrounds, as well as historically marginalized groups. This includes but is not limited to lesbian, gay, bisexual, queer, people who identify as transgender or non-binary, people living with disabilities or mental health conditions, and with lived experience with homelessness or recovery from a substance use disorder. Avalon also encourages those with criminal histories to apply. Avalon doesn't request information about criminal histories unless and until an offer of employment is extended. Avalon may exclude someone based on criminal history if it determines the criminal history is related to or directly conflicts with the responsibilities of the position.