

JOB POSTING: Edible Garden Project Volunteer and Events Coordinator
CONTRACT: 20 hours/week for 20 weeks, May 31 to October 15 (scheduling flexible)
CLOSING DATE: May 20, 2010 5:00pm
COMPENSATION: \$15.00/hr (plus 14% in lieu of benefits, \$17.10/hr total)

The Edible Garden Project (EGP) is a non-profit group operating on the North Shore of Vancouver, British Columbia building a community network to grow, harvest and share local food on the North Shore. By actively increasing land used for food production, encouraging people who grow gardens to plant an extra row, building knowledge and skills around food gardening, and working with municipalities to increase opportunities for urban agriculture, the EGP is helping to achieve a food secure community. www.ediblegardenproject.com

The Volunteer Coordinator will be the first point of contact for people interested in getting involved in the Project. The successful applicant will work collaboratively with the EGP Coordinator and Steering Committee to develop, coordinate and promote volunteer events and opportunities.

Responsibilities:

- Organizing, attending and creatively promoting EGP events
- Mobilizing and coordinating existing volunteers for gardening and for events
- Recruiting volunteer food donors and promoting local food security
- Assist in formalizing volunteer program and facilitate meaningful volunteer experiences
- Maintaining volunteer records
- Communications (website, newsletter)

Skills and Experience:

- Knowledge and demonstrated commitment to the connection between gardening, health and the environment; knowledge of local food security issues
- Experience and creativity around community engagement and events coordination
- Strong interpersonal and communication skills
- Ability to respond creatively and flexibly to new programming opportunities

Other Assets:

- Familiarity with the North Shore community and community services
- Skills and knowledge around ecological food gardening
- Experience working in the non-profit sector
- Flexible schedule (evening and weekend work) and access to home office
- Access to a vehicle (mileage will be compensated)
- Fundraising experience

To Apply:

Please submit a cover letter and resume with two references. All applications must be received by 5:00pm on May 20th, 2010 (electronic submissions preferred). Late or incomplete applications will not be considered. Please submit enquiries and applications to:

Heather Johnstone, EGP Coordinator
coordinator@ediblegardenproject.com
North Shore Neighbourhood House
225 E 2nd Street, North Vancouver, V7L 1C4

Thank you for your interest in this position. Only those applicants that are selected for an interview will be contacted. **No phone calls please.**