



Job Opportunity

Position Title: Program Coordinator, Plants for People

Location: 500-610 Main St, Vancouver BC

Terms: 32 hrs/wk, permanent

Start Date: Flexible - April to June 2020

Salary Range: \$38,000 - \$40,000

Reports to: Program Manager

NOTE: Substantial weekend work will be required for this position.

What we do: mission & mandate

EYA helps youth facing barriers to connect with nature and develop the skills, confidence, and resilience to become community leaders and environmental stewards. We provide free hands-on programs in inner city green spaces, empowering youth to grow native plants, restore wildlife habitat, carry out community science, and learn about using wild plants for food and medicine. You'll be joining a small but innovative organization, and a team of creative, fun, and like-minded colleagues. We value collaboration, accessibility & inclusivity, and authentic youth leadership. EYA offers a flexible work schedule, options to work at home, a health spending account, and opportunities to grow and learn. To find out more, visit <http://www.eya.ca>

What you'll do: situation & role overview

As Coordinator for the Plants for People Program, you'll design and facilitate a number of multi-session youth programs each year, including developing curriculum and supporting youth to develop skills in using native plants as medicines, food, and artisan materials, and create and maintain native plant harvesting spaces. You will also work collaboratively with a team to manage and maintain the EYA nursery, greenhouse, and teaching and harvest gardens. The program is based in Strathcona and Cottonwood Community Gardens in the Downtown Eastside.

Key responsibilities

- Facilitate youth programs: Lead impactful, hands-on activities engaging youth to learn about food and medicinal properties of plants, develop skills in preparing plant medicines, grow native plants in EYA's nursery, and connect with land-based teachings
- Help create & maintain teaching/harvesting gardens using ecological gardening principles
- Design programming and develop curriculum, with support from the program manager
- Help manage and maintain the nursery and greenhouse that support the program
- Manage program logistics: create lesson plans, recruit youth & schedule guests
- Develop and maintain positive relationships with Indigenous Elders and herbalists
- Recruit and mentor youth volunteers/interns to support program delivery
- Manage social media and marketing for the program
- Support program evaluation and reporting
- Support operational improvement projects as needed

- Support program fundraising work as needed
- Help facilitate community or school workshops, stewardship events, and youth-led community events, as needed
- Ensure program activities adhere to organizational policies, relevant legislation, and professional standards
- Other activities as identified by the Program Manager

What you'll bring: requirements & assets

Are you an energetic and skilled facilitator? Do you have experience with Indigenous plant use, herbalism, and/or ecological farming/gardening? We're looking for someone with experience running environmental education programs for youth and strong knowledge of plant care and the use of plants for medicine (e.g. salves, tinctures, teas), foods, and fibre arts. Preferably, you're familiar with edible and medicinal native plants and/or excited to learn more. You're also organized, creative, collaborative, a good communicator, and passionate about plants!

- Undergraduate degree or equivalent experience/training in Indigenous studies, agriculture, herbalism, applied biology, Indigenous studies, environmental science, ecology, education, or related field
- 1 - 2 years experience planning and facilitating ecology-related youth programs; experience working with high school youth from marginalized populations preferred
- Strong interest in herbalism/plant medicine and plant fibre arts and experience with ecological farming, garden planning and design
- Knowledge of plants native to coastal British Columbia an asset, or willingness to learn
- Class 5 driver's licence and ability to join MODO car co-op required; access to a personal vehicle is an asset
- Able to work collaboratively with a small team to achieve shared goals
- Positive attitude, flexible, and willing to pitch in to make things happen
- Clear and concise communication skills
- Able to work independently and take initiative
- Organized and committed to high quality work
- Resourceful, handy, and able to creatively problem-solve
- Able to work responsibly and safely in inner-city garden spaces
- Able to do physical work in an outdoor setting in all weather conditions
- Personal values fit with EYA mission and culture
- Satisfactory criminal record check, including vulnerable sector check, required
- Occupational First Aid Level 1 or willingness to obtain

How to apply

E-mail a short cover letter and resumé (in one document) to Emily Keller, Executive Director with "Program Coordinator application" in the subject line: emily@eya.ca

The deadline to apply is **March 30th or until filled**. Applications will be reviewed upon submission and interviews will be scheduled on a rolling basis until position is filled.

We encourage applications from BIPOC youth & other youth with lived experience of marginalization.