

Agricultural Education Assistant
Part-Time Position
Grant Funded Position (9/30/2022-9/30/2025)
(position contingent upon grant funding)

Salary \$10,000 a year. (Based on a three-year grant)

The main responsibility of the agricultural education assistant is to support the work of the program manager. The agricultural education assistant is responsible for assisting in the implementation of ideas, concepts, techniques, and plans to increase the use of the City of Pine Bluff Community Garden and coordinate activities related to the garden. The assistant will be required to teach and instruct weekly workshops on gardening, including to youth.

Job Responsibilities and all duties assigned

The agricultural education assistant has several job responsibilities and tasks that may include, but not be limited to, the following:

- Increasing the awareness of establishing vertical garden plots, hydroponic growing practices, and the use of a greenhouse
- Coordinating the maintenance and operation of gardening equipment
- Instructing community members on how to develop their garden and helping to resolve the problems/issues that may arise
- Increasing community garden capacity and access
- Providing weekly classroom-based educational programs to youth
- Supplying provisions at the community garden

Requirements and skills

- Proven experience as an agricultural education assistant or other related position
- Excellent knowledge of garden equipment and farm principles
- Outstanding leadership and organizational skills
- Excellent communication skills
- Excellent problem-solving ability
- High school diploma and/or college degree is preferred