IU Northwest Community Garden

Garden Manager Position

Description
The Center of Urban and Regional Excellence (CURE) at Indiana University Northwest seeks an enthusiastic and creative individual to serve as Garden Manager for the IU Northwest Community Garden during the annual growing season (May through August). The Garden Manager will be part of a team of students, faculty/staff, and community volunteers (Garden Stewards) that help fulfill the mission and vision of the Garden. The Garden Manager’s primary role is to help maintain the Garden, while also serving as a resource to Garden Stewards and promoting Garden programs and events to the University and surrounding Gary community.

Qualifications
- Willing to learn new skills and to contribute to a team
- Strong communication skills
- Horticulture experience preferred, but not required
- IUN students and members of the community are all welcome to apply

Job Duties
- Organize and lead Garden Stewards and other volunteers during gardening events (spring preparation, planting day, harvest events, etc.). Event activities may involve repairing and/or constructing garden boxes; applying fertilizers/soil amendments and tilling soil; laying irrigation hoses and watering; planting, cultivating, and harvesting produce; and weed removal. Event activities may require the use of hand tools, such as shovels, trowels, hoes, pruning hooks, shears, and knives.
- Regularly inspect the Garden to ensure proper maintenance, reporting weekly to CURE and monthly to the Garden Advisory Board.
- Serve as a resource for Garden Stewards, including advising on box planning, plant care, weed control, irrigation, and general Garden maintenance.
- Assist with record keeping, including event attendance, supply inventories, maintenance activities, box plans, plant outcomes and yields.
- Assist with outreach and communication, including creating promotional materials and posting to the Garden Facebook page.
- Other Duties as Assigned.

Hours and Pay Rate
- Part-Time position; 6-12 hrs. per week, possible weekend work
- $10.15 or higher, depending upon experience

To Apply
- Submit a resume and cover letter to the Center for Urban and Regional Excellence at cureiun@iun.edu by 5:00 p.m. (CST) Friday, March 1, 2019.