

Sustainability Coordinator  
Job Description  
Summer, 2017

Duration: May - September, 2017

Commitment: 10 hours per week

Pay: \$9.00 per hour

Responsible to: Rachelle Yeaman, Office Administrator

Description:

The Sustainability Coordinator will be responsible for performing and organizing garden and growing-related work through the summer of 2017. The Coordinator will be answerable to the Office Administrator and will share responsibility for the garden. These responsibilities include:

- Weeding, watering, and pest management on a weekly basis
- Planting the annual garden
- Adding to and turning the compost piles
- Adding organic matter (ie compost, animal manure, leaves, etc.) to the soil
- Caring for garden aesthetics
- Installing swales for water catchment
- Installing a huegelkultur bed
- Improving fertility of surrounding area
- Installing chicken wire to prevent rabbits
- Other ideas that the Coordinator brings to Wesley

While the Coordinator will be in the garden consistently each week, he or she will not be responsible for performing all tasks alone. Instead, the Coordinator is expected to organize other students and community members into work days as needed. Related tasks include:

- Creating a pleasant environment for volunteer work participation
- Scheduling and communicating work days for large tasks
- Organizing students and community members to attend
- Ensuring tools and supplies are available
- Overseeing work days and coordinating/directing group efforts
- Sharing insights, challenges, successes, and goals with the community
- Coordinating work day food, beverages, music, and other applicable needs

Minimum Qualifications:

- WMU student
- Enthusiasm for gardening and food justice
- Ability to organize self and others

Preferred Qualifications:

- Experience with gardening and/or farming
- Strong communication skills
- Knowledge of/interest in issues of environmental protection, antiracism, and permaculture

**To apply, e-mail your resume to [wesleyofkalamazoo@gmail.com](mailto:wesleyofkalamazoo@gmail.com) with a 5-10 sentence statement of why you are interested in this position**