



Job Title:	Garden Intern	Job Category:	Entry
Department/Group:	SGP Urban Farm School	Job Code/ Req#:	
Location:	1636 Churchlane Phila, PA 19141	Travel Required:	Yes
Level/Salary Range:	0.00	Position Type:	FT-Volunteer
HR Contact:		Date posted:	
Will Train Applicant(s):	Yes	Posting Expires:	
External URL:			
Internal URL:			
Applications Accepted By:			
Fax or E-mail: info@ditoinc.org Attention: HR Department RE: Garden Intern		Mail: Dream Invent Think Organize (DITO) Inc. P.O. Box 21326 Philadelphia, PA 19141	
Job Description			
Role and Responsibilities ▪ Weekly garden classes at the time agreed upon rain (indoors) or shine. Classes should not be cancelled, unless another project has been arranged or school and Organization have been properly notified ▪ Assist Farm Apprentice in the maintenance of all assigned Gardens, provide guidance on compost, mulch, cultivation and harvest and lead in the development of garden related skills. ▪ Reports to Farm Apprentice regarding progress within garden activity, production and classroom. ▪ Assist Farm Apprentice in maintaining healthy and bountiful gardens through seed starting, composting, maintaining soil fertility, pruning, irrigation, organic pest and disease management, successive planting, and planting for the season ▪ Collaborate with Program Director, Garden Teacher, Farm Apprentice and Community in all aspects of garden bed preparation for student planting in the fall and spring including plans for removing old plants, amending soil and anticipating garden produce to be used in market ▪ Organize and coordinate school-wide & Community garden volunteer work days in collaboration with Director & Community Partners, implementing the SGP curriculum in creative ways that engage students in active learning including but not limited to using educational plant markers, creating garden signage and posting a list of jobs to do in the garden			



- Compose weekly blog/social media post per site with pictures in collaboration with Media Marketing/ Journalist Team
- Organize garden related events in collaboration with Garden Volunteers and Principal such as garden fundraisers, farm stands, garden clubs and parent/student workshops
- Represent SGP/DITO as an edible education advocate and community ambassador in the West Oak Lane area and beyond
- Document garden growth and necessity for garden improvements with weekly photos and log book written updates to Director

Qualifications and Education Requirements

Good Social Skills, Outgoing, Team Player, Innovative Thinker and Creative. Good Listening Skills, Good Organizational Skills, Observant, and Pays Attention to Details, Self-directed, energetic, Ability to perform physical work in varying conditions and move heavy items as necessary, Knowledge of principles, practices and techniques of organic, sustainable/regenerative, Bio-intensive and permaculture practices, Ability to perform physical work in varying conditions and move heavy items as necessary, Strong communication, organization and time management skills

Child Abuse Clearances, Criminal Background Clearance, FBI

Reviewed By:		Date:	
Approved By:		Date:	
Last Updated By:		Date/Time:	