



WHITE EARTH TRIBAL & COMMUNITY COLLEGE

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Community Extension Garden Educator

Position Information

Under the supervision of the Extension Supervisor, the Extension Garden Educator assists with the program's Food & Sustainability Initiatives in coordination with work plans. The position's focus is on strengthening community food security through the coordination and facilitation of food-based knowledge and skill building learning opportunities through gardening and the harvesting of traditional foods.

Duties & Responsibilities

On a typical day at WETCC, your contributions will include teamwork, resourcefulness, confidentiality, and effective communication. Specific contributions for this role are listed below. This is not a complete list as all staff may be required to perform additional duties.

1. Assists in coordination and support of gardening and traditional foods programming and providing community instruction in self-reliant skills such as: food growing, harvesting, preparation, and preservation of vegetables, fruit, and traditional foods and at times providing outreach and demonstrations at community events.
2. Assists with the planning, operation, documentation, and maintenance of Extension Gardens, with the position's focus being the Chi-Gitigaan and Family Gardens.
3. Researches and assists in the implementation of organic farming strategies and in development and implementation of a food safety plan for the garden sites.
4. Assists in food sovereignty initiative planning with the gardens and in creating ongoing collaborative approaches with local growers and others in the community to strengthen local food systems and learn about best practices.
5. Assists with the planning and implementation of traditional seasonal camps.
6. Assists in preparing and distributing educational materials, outreach publications and communications, as well as assisting with data collection and maintenance of files for program activities.
7. Mentors garden assistants.
8. Acts as a liaison with community partners and relevant organizations.
9. Participates in professional development activities and serves on college committees that support the strategic plan goals, mission and vision of the college.
10. Actively participates in planned and informal outreach and retention activities.

11. All other duties assigned as related to position.

Work Schedule: Monday – Friday, 8:00 am – 4:30 pm

Advertised Salary: \$21.32/hour, non-exempt status.

Minimum Qualifications

- Associate degree.
- Experience with health and nutrition, small scale-restorative agriculture, and/or natural resources.
- At least 2 seasons of experience in organic gardening or farming.
- A combination of education and experience may be considered.

Preferred Qualifications

- Bachelor's Degree.
- Seasoned gardener.
- Experience in higher education.
- Experience working with high school and post-secondary students.

Knowledge and Skills

1. Knowledge of both the community and Anishinaabe culture.
2. Strong computer skills in a Microsoft Office environment with excellent interpersonal, organizational, and data research skills.
3. Ability to communicate effectively through written and oral correspondence and to speak to large and small groups.
4. Ability to work with minimal supervision and be a self-starter.
5. Ability to multi-task and apply problem solving techniques as necessary.
6. Ability to be a team player and provide excellent customer service.
7. Ability to travel for professional development and job-related activities.

Applicant Materials Required: Cover letter, resume, three professional references, completed WETCC application, and background check consent form. The application and consent form can be found at www.wetcc.edu.

Benefits

WETCC offers a comprehensive benefits package, for full-time employees, including company-paid life and disability. Other benefits include Health, Dental, H.S.A. with company match, additional life insurance, accident, critical illness, hospital indemnity, vision, Legal & ID Shield, and medical & dependent care FSA. The effective date for new full-time employees is the first of the month following the date of hire.

Traditional or Roth 401k with a company match up to 5%, fully vested from day one, the effective date for 401k is the first of the month following 90 days of employment, for full and part-time employees.

WETCC offers annual leave and sick leave, they both start accruing from the date of hire. WETCC has 17 paid holidays a year.

About WETCC

Established as a not-for-profit tribally controlled educational institution of higher learning, the first Charter was approved on February 5, 1998 "...to provide adult education and post-secondary educational services to enrolled members of the White Earth Reservation and to other eligible Indians and non-Indian residents of the area..."

Initial Candidacy for Accreditation by The Higher Learning Commission was granted on October 14, 2004, with full accreditation granted on October 8, 2008.

Purpose Statements

- The college will present learning as a life-long process of discovery of knowledge embedded in the intellectual disciplines and the traditions of the Anishinaabe people.
- The college will support the self-determination of the Anishinaabe people through the preservation and promotion of their history, culture, and language.
- The college will seek to address the social, political, and economic needs of the White Earth Reservation through programs that encourage service to the community.
- The college will promote a philosophy based on the seven teachings of the Anishinaabe.

Mission - White Earth Tribal and Community College is an institution of higher learning dedicated to academic excellence grounded in Anishinaabe culture, values, and traditions.

Vision - *Gidinwewininaan Gibimiwidoomin niigaanakeyaa*– "We are carrying along into the future the way that we were given"

The White Earth Tribal & Community College in accordance with Federal law and U.S. Department of Agriculture policy, this institute is prohibited from discriminating on the basis of race, color, national origin, age, disability, religion, sex, familial status, sexual orientation, and reprisal.