



## Job Description

### **Frostwood Farms St. Isidore's Garden Supervisor**

Updated March 29, 2021

#### **Overview of St. Isidore's Garden:**

St. Isidore's Garden is located on an acre of land within Frostwood Farm II, a hay farming operation located in Fitchburg, WI.

The Garden was first planted in 2013. Each summer the Garden employs 22 youth ages 15-18 as Gardeners. We also hire our Garden Supervisors to work and learn alongside the gardeners and help with the logistics of running the Garden. The produce planted includes varieties of tomatoes, peppers, onions and herbs. The harvest is donated to local food pantries in the Madison area. In 2020, 1,600 tomato plants and 1,800 pepper plants were tended to with the donation of over 20,000 pounds of produce. Since 2013, we've donated over 100,000 pounds of produce.

It's not just about tomatoes.

Our vision for the Garden is to hire young people who need jobs to grow food for people who need food. We hope to share with our gardeners the opportunity to be part of a team and to develop their own work ethic, while learning the value of where our food comes from.

#### **Overview of Responsibilities:**

This position is a full-time summer position. We are looking to hire a minimum of four supervisors.

The Garden Supervisor will supervise Gardeners, be a part of the management team of the summer garden program, and work with the Garden and Frostwood Team in tending to the Garden. The Garden Team is comprised of the Garden Director, Garden Manager, Frostwood Farms Youth Coordinator, Garden Supervisors and the staff of Frostwood Farms. Garden supervisors will report to the Frostwood Farms Youth Coordinator.

Garden Supervisor responsibilities include:

1. Assisting with the planting of the Garden.
2. Supervising 22 youth as part of a team in farm and garden projects.

3. Responsibility for learning and maintaining Frostwood Farms and St. Isidore's Garden standards and teaching these standards to the Gardeners.
4. Responsibility, in conjunction with the Youth Coordinator, for ensuring that the Gardeners are taught the correct methods of tending the Garden, including weeding and plant maintenance.
5. Maintaining effective communication with the Youth Coordinator and the Garden team.
6. Responsibility for tracking Gardener hours daily and ensuring accuracy.
7. Be physically able to work outdoors all summer and be able to handle work in the Garden such as digging, pounding stakes, lifting, etc.
8. Taking and passing a driver certification exam for a 12-passenger van to transport Gardeners to and from the pickup location and the Garden.

**Essential Skills and experience:**

The successful candidate should have the following:

1. A strong interest in learning how to teach and lead youth.
2. A proven desire/record to tend St. Isidore's garden.
3. Experience working with diverse populations.
4. Experience working with others in a supervisory capacity and as part of a team.
5. Ability to manage multiple tasks.
6. Good interpersonal and communication skills.
7. Planning and organizational skills.
8. Ability to work independently and make informed decisions.
9. Ability to earn respect from teammates.
10. Ability to recognize and instruct in the importance of teamwork and respect.
11. Ability to train and supervise teammates.
12. A valid driver's license and good driving record.
13. Low absenteeism

**Compensation:**

\$17.25/hour based on experience.

**Schedule:**

- Seasonal
- May 15, 2021 - September 2021, with potential to go longer depending on condition of plants and weather permitting.
- 8:00am – 4:00pm Monday-Friday
- 30-40 Hours a week, dependent on weather

**To Apply: Please submit a resume with cover letter to Rachelle Howards.**

Rachelle Howards  
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