LOWELL PUBLIC SCHOOLS
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To: Superintendent of Schools
From: Chief Operating Officer
Date: February 23, 2022
Re: School Garden Coordinators

I request approval of the attached job description and posting for the position of School Garden Coordinator. There is a USDA grant for a position for all of our elementary and middle schools. Subject to approval, the positions would start on March 21, 2022 after the stipended positions are posted. A vote on March 2, 2022 "leaves" us sufficient time for posting.

2022 School Garden Coordinators

Eligibility: Lowell Public Schools Teacher or Staff Member (can be split between two staff members, if applicable) at a school with a designated school garden or concrete plans to build a school garden within the next academic year

Compensation: $1,000.00 3-5 hours/month, Seasonal

Start Date: March 21, 2022

End Date: October 31, 2022

Required School Garden Coordinator Training Dates:
Meet & Greet! - March 24th from 4-5pm
School Garden Training - April 7th from 3:30 - 5:30pm
Summer Professional Development - June TBA

Job Overview:

We are seeking a passionate teacher or staff member committed to the values of food justice, excited about growing fruits and vegetables and invigorated by opportunities to provide educational experiences for students and families to fill the School Garden Coordinator position at their respective school. This role is a seasonal stipended position from March to October and will require some summer responsibilities. This position will be facilitated by Mill City Grows in partnership with the LPS Science and Social Studies Coordinator:

School Garden Coordinator responsibilities include:

Attending a pre and post school garden planning meeting
Recruiting School Garden Leadership Team Members and convening 3-4 team meetings in the course of the growing season
Sharing a school garden pre and post survey with the school community to assess usage, impact and goals
Overseeing the school garden as a productive, safe, welcoming and culturally diverse educational space by creating and executing a crop plan with support from School Garden Leadership Team Members and volunteers
Communicate any infrastructure or water repairs necessary to Mill City Grows
Monitor and/or coordinate members of the School Garden Leadership Team growing plants throughout the summer
Attending a designated, stipended School Garden Professional Development Session (anticipated: June 2022)
Support in the coordination of all-school School Garden/Farm to School events, if opportunities occur
Being a School Garden advocate by integrating the garden within the School Community, when possible (Field Days, Open Houses, PD's)

Program Description:

Lowell Public Schools' Farm to School - School Garden Program consists of a network of 14 school gardens across 15 schools in the district (and counting). Utilized as outdoor classroom spaces to explore such topics as plant science; biology; history; nutrition, and creative writing, these gardens provide valuable resources to LPS's education efforts. The unique goals, activities and identity of each school garden is determined by each school through the convening of a School Garden Leadership Team (composed of administrators, staff, teachers, and parents) with support from Mill City Grows and the LPS Science and Social Studies Coordinator.

Lowell Public Schools partners closely with local non-profit Mill City Grows (MCG) to support the physical infrastructure of each school garden, as necessary, as well as provide technical support and resources as needed. Mill City Grows' mission is to foster food justice in Lowell by improving physical health, economic independence and environmental sustainability through increased access to land, locally grown food, and education.