



Job Description

Title: Curriculum Developer for Urban Agriculture Education Program

Location: Silver Spring, Maryland

Classification: Independent Contractor

Commitment: 24 hours per month

Salary/rate: \$35.00 per hour

Report to: Executive Director

Job summary: The purpose of this position is to develop a K-8th Urban Agriculture Curriculum in partnership with Montgomery County Public Schools (MCPS), Excel Beyond the Bell (EBB), Family Learning Solutions LLC, Nature Forward, and others contributing partners. This K-8th Urban Agriculture Curriculum should complement MCPS' existing curriculum and specify on-farm activities that support and enhance MCPS' existing learning objectives.

About the organization: The Charles Koiner Conservancy for Urban Farming (CKC) is a nonprofit land trust established in 2018 to preserve and manage an iconic 1-acre farm in downtown Silver Spring: Koiner Farm. In 2024, CKC entered into an agreement with MCPS to also manage a 1-acre community school farm in Wheaton: The Farm at Loiederman Middle School. CKC runs the day-to-day operations at these farms, while also providing technical assistance to a growing network of neighborhood farms that collectively help build a more resilient and equitable food system here in Montgomery County, MD. Our mission is to preserve and manage urban farms that help inspire the next generation of sustainable farmers and foodies.

Specific duties and responsibilities:

1. Develop a K-8th Urban Agriculture Curriculum that compliments MCPS' existing K-8th Curriculum:
 - Study MCPS' existing curriculum
 - Gather samples of urban agriculture curricula
 - Develop framework for a Montgomery County Urban Agriculture Curriculum
 - Draft a Montgomery County Urban Agriculture Curriculum
 - Review and seek feedback from key partners on the drafted curriculum
 - Test out the draft curriculum by offering teachers several sneak-peek education activity days
 - Incorporate feedback and produce final version of the Urban Agriculture Curriculum
 - Share the Urban Agriculture Curriculum with key partners and post on CKC's website
2. Prepare for and participate in internal and external meetings, including but not limited to:
 - One-on-one by-weekly (every other week) meetings with the Executive Director (dates and times TBD)

- Weekly Directors' Meetings, as relevant (Mondays at 12:00-1:00)
 - REACH Hub Design Meetings with MCPS and Landscape Architects (Thursdays at 1:00-3:00)
 - Urban Ag Education Partner Meetings (dates and times TBD)
3. Participate in other on-farm events and opportunities as time and interest allows, such as:
- Attend and support our Urban Farm Field Trips for K-8th graders (e.g. coordinate with teachers, scout leaders, camp directors and others seeking an Urban Farm Field Trip and collect all necessary paperwork including waivers of liability and participation surveys)
 - Contribute to the development of the Koiner Farm Urban Farmer Workshop Series and Independent Learning Hubs (e.g. coordinate with Koiner Farm's Head Farm Manager and Director of Operations on topics, speakers, and promoting/publicizing the Workshop Series and associated Learning Hubs)
 - Coordinate with the Executive Director to present on behalf of CKC at conferences/festivals, such as FutureHarvest, RootingDC, GreenFest, STEM Nights at local Elementary Schools, and other events.

Necessary skills and qualifications:

- Excellent writing skills, excellent organization skill, ability to gather and synthesize data from multiple sources, ability to build consensus among multiple stakeholders, ability to see project through from start to finish
- Naturally takes initiative, works independently, possess creative problem-solving skills, enthusiastic, team-player, dynamic, flexible, organized, collaborative, mission-driven, community-minded
- Must provide own transportation and communication devices (personal computer and phone)
- Must consent to a background check

Desired education and experience:

- Degrees and certifications in Elementary Education or other relevant field
- 5- years professional experience in teaching, school administration, or other related field
- Preference given to those with experience in curriculum development, outdoor education, and farming

Working hours and benefits:

- Flexible work hours
- Combination of on-screen and on-farm work
- Part of a collaborative and inclusive team
- Potential to increase hours, as skills and interests allow

To apply:

- Send an email of interest to Kate Medina, Executive Director, at kate@ckcfarming.org
- Please attach your resume/CV and link to your updated LinkedIn profile
- Application period closes at 5:00pm on July 26, 2024