

Backyard Garden Manager

About Our Organization

City Slicker Farms increases wellness and builds community through equitable access to healthy food, thriving gardens, and urban green space. Based in West Oakland and working all over the East Bay, we partner with people who are striving to eat and live healthier despite systemic and structural barriers, including low and fixed-income residents, people experiencing food insecurity, people with disabilities, and people of color. Since 2001, we have been working towards a more just and equitable food system where everyone is nourished and has access to healthy, high quality, and culturally celebrated food.

Position Description

The Backyard Garden (BYG) Manager reports to the Executive Director and oversees the [Backyard Garden Program](#), where we build planter boxes and provide free seedlings, compost and gardening supplies for garden program members to grow their own food. To support their success, garden members get two years of direct mentorship and a lifetime supply of compost, seeds, and starts. The program was founded in 2005 and we continue to work with and support hundreds of gardeners throughout the East Bay.

This position includes the coordination, building, maintenance and support of community gardens at our partner sites and backyard gardens with local residents at their homes. Relationship building, communication, organization, gardening and farming skills, and a commitment to food justice are key components of success in this role.

Duties & Responsibilities

Garden Program - 80% of time

- Maintain the program calendar, which includes scheduling garden builds, mentor visits and plant drop-offs. Programming changes seasonally throughout the year.
- Serve as primary contact for site partners
- Lead on-site garden builds, which includes carpentry, irrigation installation, and sharing skills with gardeners
- Coordinate and facilitate skill sharing and community building events for gardeners
- Research, outreach and vet partner sites and program applicants
- Maintain regular communication with BYG program members
- Update and maintain BYG contact and site data in Salesforce
- Refine and expand program processes and procedures
- Collect and analyze program data
- Work with the ED to ensure contract and grant deliverables are met
- Oversee the program and project expenses to make sure program stays within budget
- Supervise staff, contractors, volunteers as needed.
- Purchase and pick up supplies as needed

Organizational and Cross-Program Support - 10% of time

- Assist with tasks at the Farm Park, including farming, greenhouse work, supporting park events and other tasks as needed.
- Weekly staff meetings and regular community building events with staff, Board and Community Council
- Work as a member of the CSF team to create and maintain a diverse, equitable, inclusive, and accountable organizational culture



Communications & Public Relations - 5% of time

- Share the story of the BYG Program through social media and other CSF channels
- Attend any community outreach, collaborative or other pertinent meetings as needed

Fundraising & Grant Support - 5% of time

- Assist the Executive Director in seeking new sources of funding for the program

Required Skills & Experience

- 2 years professional vegetable gardening or farming experience
- Good communication skills (written and oral) and leadership skills
- Organized, efficient, punctual
- Conflict resolution skills

Abilities & Attributes

- Commitment to values of social justice, inclusion and anti-racism
- Cultural competency and sensitivity in working with gardeners from diverse socioeconomic, ethnic, cultural, religious, and linguistic backgrounds
- Patience and respect for elders, children and youth and neurodivergent individuals
- Strong motivation to serve Oakland and greater Bay Area communities; familiarity with the area or desire to learn
- Comfortable setting boundaries
- Conscientious, hard worker, good problem solver
- Warm, people-oriented, approachable
- Comfortable in a fast-paced and changing environment
- Embraces evidence-based practices
- Must pass a background check and a TB test prior to start date.
- Bi-lingual would be a plus

Work Environment & Physical Demands

- Must possess a valid drivers license, and is comfortable driving or learning to drive dump truck
- Experience using, or comfortable learning how to use, power tools
- Experience with basic carpentry, or learning basic carpentry skills
- Up to date on vaccinations, including Covid-19 booster and seasonal flu shot
- Ability to lift 50 pounds

Hours

This is a full time position, 40 hours per week.

Compensation

\$45,000 - \$48,000

Benefits include medical, dental and \$40 a month cell phone stipend. New staff receive 17 paid days off each year, 12 sick days and 3 paid holidays.

City Slicker Farms is an equal opportunity employer. We strongly encourage and seek applications from women, people of color, including bilingual and bicultural individuals, as well as members of the lesbian, gay, bisexual, and transgender communities.

To apply, email your resume and short letter of interest to kelly@cityslickerfarms.org