



Education Manager: Foodwise Teens

Foodwise (formerly CUESA) is a nonprofit organization dedicated to growing thriving communities through the power and joy of local food. Our vision is to inspire a world that nourishes all people, local economies, and the living earth. We are committed to centering equity and inclusion in our programs and across all aspects of our organization.

Foodwise is seeking an experienced, passionate Education Manager to oversee and implement our [Foodwise Teens program](#). You will be joining an Education team of three others and be primarily responsible for managing our after-school program teaching teens at three different high school sites during the school year and summer. This position will also review other existing education programs to improve and enhance their impact.

Foodwise Teens is a paid job training program where teens build skills to sustain healthy lives and a healthy planet. Students develop job skills, get hands-on experience in the garden, in the kitchen, and at the farmers market, all through the lens of food justice.

This position works with the rest of the 11-person Foodwise team to deliver mission-driven content primarily to teens to increase their understanding of and connection with the local food system, requiring in-person work and the option for occasional remote work.

Primary Responsibilities

1. **Manage and teach Foodwise Teens, a year-long youth development and job training program (80%).** Foodwise Teens offers students training in food systems, garden and culinary education, customer engagement, and general job readiness. Students further their understanding of food systems, develop nourishing eating habits, build a closer connection to nature, and gain transferable life and career skills.

Example responsibilities:

- Manage and teach Foodwise Teens program in-person at three partner SFUSD schools: Mission High School, John O'Connell, and The Academy SF @ MacAteer
- Facilitate, implement, and revise curriculum for Foodwise Teens programming focused on gardening, cooking, and job readiness from a food justice lens
- Plan and manage the program timeline
- Recruit, interview, and teach about 50 students each semester for a 10-week after-school program (roughly 17 in each school cohort)
- Recruit, interview, and facilitate 20 students for an 8-week Summer Fellowship Program and Summer Program participation
- Devise teen participation in farmers market activities, including cooking lessons and public education table
- Serve as primary liaison with schools and community partners

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- Recruit, train, and supervise adult interns to support the program
 - Lead students in practical garden and culinary work at 3 school sites
 - Manage 2 school site gardens
 - Lead corporate group volunteer days at school site garden (about 3 annually)
 - Recruit, manage, and relationship-build with Foodwise volunteers
 - Conduct surveys and program evaluation for grant reporting
 - Manage program budget, and track and report on program expenses
 - Provide program updates as requested for fundraising, grant proposals, grant reporting, and communications.
 - Hire and collaborate with consultants for program evaluation, translation work, etc.
2. **Collaborate across departments (20%):** The Education Manager will work collaboratively with Foodwise staff across the education, communications, development, and market operation departments to support additional educational and general organizational activities, as needed. Foodwise's education programs include Foodwise Kids, Foodwise Families, Foodwise Teens, Foodwise Talks, and Farmers Market Education Programming, including cooking demos and other interactive education.

Example responsibilities:

- Cross-train and participate in Foodwise Kids and public educational programming
- Consult and coordinate with communications team on collateral and messaging
- Work with market operations team to create tactical plans for in-market programming
- Support Market Match and food access education in the farmers market
- Implement, track, and contribute to Diversity, Equity, Inclusion, and Justice Frameworks within education programs
- Support Foodwise fundraising events with educational programming, content, and attendance
- Design and pilot additional programming as needed

Required Knowledge

- Foundational understanding of sustainable food systems and their structures, especially food access and food equity issues, with a clear sense of the Bay Area food landscape in particular
- Significant knowledge of youth education strategies and methods, including youth development, specifically for teens
- Multicultural competency and familiarity with working with and supervising teens from diverse backgrounds in San Francisco
- Significant knowledge of equity frameworks and the implementation of them in nonprofit settings
- Competency working and teaching in kitchen and garden settings
- Familiarity with farmers markets and small farm operations

Required Skills and Experience

- Demonstrated expertise in teaching youth and understanding youth development, preferably at least 2 years working with teens

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- Successful track record working with and managing teams and supervising others, including staff, interns, and volunteers
- Proficiency in collaborative decision making
- Demonstrate commitment to sharing information about gardening, cooking, sustainable agriculture, food access, local food systems, and food justice
- Excellent public speaking skills
- Enthusiastic personality and a positive, can-do attitude
- Experience in classroom management and group cohesion
- Ability to establish and maintain great working relationships with a variety of constituents such as students, teachers, school district administrators, fellow educators in the nonprofit space, funders, colleagues, farmers market sellers, volunteers, donors, and event attendees
- Strong writing, organizational skills, and attention to detail for a variety of correspondence such as grant applications and reporting, policies/procedures, informational documents, and contracts
- Strong interpersonal and communication skills and emotional intelligence
- Demonstrated experience managing project and program budgets
- Computer and software proficiency: Google Suite, Microsoft Office

Desired Skills & Experience

- Language proficiency in Spanish or Chinese
- Expertise in curriculum development and program evaluation
- Familiarity with grant reporting
- Familiarity with design programs such as Adobe Creative Suite

Job Parameters

- This is a full-time, salaried position based on 40 hour/week.
- The work schedule is Tuesday through Saturday, generally 8 hours/day, with evenings as needed. Evening obligations are generally no more than twice a month. Some flexibility in the weekend schedule is possible.
- Salary is set at \$64,500 (non-negotiable) and includes workers compensation coverage, earned sick leave, paid vacation, and holidays. Medical, vision, and dental care benefits are provided.
- This position works directly with youth and will require a DOJ background check and TB testing, along with COVID-19 vaccination and booster.
- This position requires in-person work when running programming at the farmers market, in schools, and school gardens. This position reports to the Director of Education.

To apply, please send a cover letter and resume to tiffany@foodwise.org by EOD Friday, August 12, 2022. Email submissions only; no phone calls, please.

Foodwise is an equal opportunity employer that strives to create a diverse, equitable and inclusive workforce. We strongly encourage people of color, LGBTQ individuals, and people with other marginalized identities to apply.