



Cooperative Extension

Tompkins County

Volunteer Job Description

Volunteer Title: Seed to Supper Educator

Position Summary: Seed to Supper Educators will lead a 6-week Seed to Supper Basic Gardening series for beginners on a budget. Classes will be held throughout Tompkins County in collaboration with host agencies.

Volunteers will work in teams of 2-4 people per class location. Roles can be divided between team members based on their strengths and interests. There are support roles (participant registrations, communication with host agency, set up classroom, IT support etc.) that do not require teaching.

Responsibilities:

-Attend 2 Seed to Supper training sessions at CCE Tompkins: **Thursday February 22 from 5:30-8:30 pm (dinner provided) and Saturday March 17 from 10 am-4:00 pm (lunch provided)**

-Communicate with host agencies in their communities to arrange class dates and logistics

-Handle class registrations and communicate with participants before classes start

-Run series of 6 Seed to Supper classes to groups of 5-15 adults in community locations in April-May

-Cover all information in the course, providing hands-on demonstration of materials whenever possible

-Pick up gardening materials for participants (vegetable seedlings, compost, soil and buckets) at CCE in late May for distribution at final classes

-Distribute and collect course evaluations from participants

-Complete an end-of-course evaluation

-Return all course materials from Cornell Cooperative Extension

Qualifications:

- Good interpersonal skills and communication skills
- A strong interest in supporting community food security
- Gardening or agricultural experience, preferably experience gardening in the Northeast
- Experience working with people from diverse economic, racial and cultural backgrounds
- Experience working with adult learners

Time Commitment:

- Attend training sessions: 9 hours
- Review curriculum materials: 6-8 hours (Volunteers will receive the Seed to Supper curriculum materials at the first training session in February, and will be expected to review them in time for the second training session in March (3 weeks). The materials consist of six PowerPoint presentations and the participant gardening manual.)
- Leading sessions: Approximately 3 hours per week, including set up and clean up for classes (not including travel time to and from host location)

Resources Provided:

- Ongoing mentoring, supervision, evaluation and training will be provided as needed by Cornell Cooperative Extension
- All course materials – outline, visuals, handouts, etc. will be provided

*Note: Cornell Cooperative Extension does not reimburse expenses incurred by volunteers in driving to the course (gas, parking fees, tickets or costs resulting from an accident).

How does this program help increase food security in Tompkins County?

At Cornell Cooperative Extension, one of our goals is to help create a long-term solution to hunger by giving people the confidence and ability to be more resilient to economic hardship. Seed to Supper garden educators support participants as they learn to plan, plant and harvest their own fresh garden produce—ultimately increasing access to fresh fruits and vegetables and improving overall food security.

CCETC Staff Contacts:

-Chrys Gardener, Community Horticulture Educator
cab69@cornell.edu , 607-272-2292 extension 241

-Jennie Cramer, Horticulture Program Manager
Jrc10@cornell.edu, 607-272-2292 extension 146