



**Member Position/Title:** Urban Farmer Assistant (900 Hour AmeriCorps Term)

**Estimated Start and End Date:** March 1, 2018 - August 29, 2018

**Position Summary:**

Alongside the Civic Works' Real Food Farm staff, the Urban Farmer Assistant will participate in all daily farm maintenance, food production, and market activities at Clifton Park and Perlman Place Farm sites. The Urban Farmer Assistant is expected to devote one weekend per month to assist with volunteer day projects. The Urban Farmer Assistant will participate in training activities throughout their term in order to improve their skills and understanding of sustainable urban farming practices. The Urban Farmer Assistant position requires 40 hours per week during the length of their term.

**Organization and Program Description:**

Civic Works is a nonprofit dedicated to strengthening Baltimore's communities through education, skills development, and community service.

Real Food Farm is Civic Works' urban farm operation that strives to build a just and sustainable food system by improving neighborhood access to healthy food, providing experience-based education, and developing an economically viable, environmentally responsible local agriculture sector. We grow on 8-acres across two plots in northeast Baltimore. We grow over 10 tons of fruits and vegetables to sell in East and West Baltimore every year. We also value sharing knowledge and skills about how to eat and grow good food.

**Member Service Activities:**

- Assisting with harvesting, weeding, planting, and crop maintenance activities;
- Managing insect and weed control;
- Carrying out field observation and high tunnel maintenance;
- Placing orders and picking up produce from partner farms;
- Sharing weekly produce availability with community members;
- Driving the Mobile Farmer's Market to scheduled stops and home deliveries;
- Assist with tracking produce harvested and community engagement efforts;

Urban Farmer Assistants must bring a good attitude and help out with:

- Managing youth and adult volunteers;
- Participating in community outreach activities;
- Leading independent projects on the farm and in the community;
- Practicing good organizational skills and work site maintenance;
- Actively participating in team meetings;
- Teaching other team members new skills and sharing your knowledge.

**Desired Skills and Education:**

- A high school diploma or GED is required. If an individual does not has not completed one of these, they must commit to actively work towards obtaining a diploma/GED.
- Must be and remain drug free during the term.
- Be able to lift 40 lbs.
- Be willing to serve in all weather: **rain, heat, wind, and cold.**
- Be willing to learn, teach, and share with your co-workers and community.
- Valid driver's license, clean driving record, and experience driving in Baltimore is **required.**
- Strong interest/experience in food systems, farming, nutrition, public health, and/or the environment is a plus.

**Terms of Service:**

This position is a 900 hour AmeriCorps service term. The AmeriCorps member will receive training, professional development, a bi-weekly stipend of \$680 and an educational award upon successful completion of service that can be used for college, trade school, or to repay qualified student loans. In order to be a Civic Works AmeriCorps member, you must be at least 17 years old; a U.S. Citizen, U.S. National, or "lawful permanent resident alien"; and able to pass a drug test and criminal and sex offender background check.

As an AmeriCorps member you may NOT participate in the following prohibited activities during service hours:

- *Political Advocacy:* AmeriCorps members cannot engage in political advocacy. They cannot advocate for legislation or for a political candidate in any way. They cannot conduct voter registration drives or lobby government officials at any level.
- *Religious Instruction:* AmeriCorps members cannot engage in religious instruction. They cannot conduct religious studies, prayer groups, pastoral counseling, or any other activity promoting or providing information about religion. *This does not prohibit AmeriCorps members from participating in non-religious activities at religious meetings or services*
- *Abortion Referrals:* AmeriCorps members cannot provide abortion services or referrals for receipt of such services.
- *Benefit a Business:* AmeriCorps members cannot engage in service that benefits a for-profit business, a partisan political organization, or a labor union.
- *The list above is a summary, for a detailed list of prohibited activities go to the following link: [http://www.nationalservice.gov/sites/default/files/documents/acprohibited\\_activities.pdf](http://www.nationalservice.gov/sites/default/files/documents/acprohibited_activities.pdf)*
- In addition, Civic Works AmeriCorps members may NOT participate in the following activities during service hours.
- *Clerical Service:* AmeriCorps members may engage in clerical activities, such as photocopying, stuffing envelopes or answering phones for their own project. They cannot engage in these activities in assisting another person.
- *Fund Raising:* AmeriCorps members cannot seek in-kind donations and assist with fund raising events, mailings, or other activities, write grants (or portions of grants) or participate in capital fund raising activities or campaigns

**How to Apply:**

1. First, send a cover letter and resume, or a completed [application](#), to [rffcommunity@civicworks.com](mailto:rffcommunity@civicworks.com) with "Urban Farmer Assistant" in the subject line. Paper applications can be sent to Charlotte Proctor, Real Food Farm, 2701 St. Lo Drive, Baltimore, MD 21213.
2. Then, visit [my.americorps.gov](http://my.americorps.gov) to login and/or create a myAmeriCorps account. Search the listings for "Real Food Farm." Complete and submit an application to the listing as well.

***If you have any problems with the application process at all, please call 443-531-8346 or visit the Civic Works office at 2701 Saint Lo Drive, Baltimore, MD for assistance.***