UNIVERSITY OF THE PACIFIC
JOB DESCRIPTION

GARDEN PROGRAM DIRECTOR

Department: Office of the President
HR Approved Date: September 2, 2015
Reports To: Sustainability Director
Grade: 8
Position #: 114696
Position Class: 13DR8
FLSA Status: Full Time Exempt

PRIMARY PURPOSE OR RESPONSIBILITY:
The Garden Program Director at University of Pacific will be responsible for physical planning and development of the food producing Robb Garden, developing and teaching new academic courses and/or lectures that link the Robb Garden and Bon Appetit Native Garden into Pacific’s academic degree programs, supporting the community garden on the Sacramento campus, and developing new and deepening existing relationships between those gardens and Pacific’s co-curricular programs.

ESSENTIAL FUNCTIONS:
1. Plans and implements the physical development and maintenance of the Robb Garden through academic, research, and co-curricular partnerships with the Pacific faculty, staff, students, and community. Tasks to include but not limited to selecting plants, designing garden planting, rotating crops seasonally, purchasing and maintaining garden tools, materials and supplies, and providing support to any individuals growing crops in the garden in community plots.
2. Develops new academic courses and/or lectures that link the Robb Garden and Bon Appetit Native Garden into Pacific existing and new degree programs, potentially including but not limited to Food Studies, Biology, Environmental Science, Environmental Studies, Visual Arts, International Studies, Sociology, Political Science, Business, and Social Entrepreneurship.
3. Teaches in areas of expertise up to three courses each academic year including summer.
4. Supports the community garden on the Sacramento campus by advising on its physical and programmatic development, consulting with individuals who have garden plots who have gardening questions, assisting the planting and maintenance of common bed areas, and mentoring the Pacific students who serve in leadership roles in planning the Sacramento community garden programming.
5. Coordinates use of the Pacific gardens for research or other academic purposes by Pacific faculty.
6. Develops new and deepening existing relationships between the Robb Garden and Pacific co-curricular programs, including but not limited to the Garden Club, Students for Environmental Action, the International Cuisine Club, the Pacific Kitchen Co-op, the Council of Social Entrepreneurs, the Center for Community Involvement, the Environmental Law Society, the Water Law Society, the Pacific McGeorge Community Garden, and other
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garden and food focused efforts in the broader community, such as K-12 schools, Boggs Tract Community Farm, and the Food Bank.
7. Works in partnership with the staff of the Sustaining Pacific Program as a member of the unit.
8. Performs other related duties as assigned or requested.

QUALIFICATIONS:
Education/Work Experience/Certifications:
Masters degree in environmental science, environmental studies, biology, agriculture, food studies, or a related area required; two years of related work experience including creating and implementing new programs and teaching preferably at the university level.

Skills/Knowledge and Expertise:
- Dynamic individual with excellent communication skills both verbal and written;
- Team player that enjoys and fosters a collaborative environment who is committed to working with students;
- Knowledge of and experience in organic, food gardening at a hand gardening scale with an interest in symbiotic relationships between garden plantings and garden programs;
- Knowledge of and interest in California native plants, seed saving, food preparation and preservation, fermentation, nutrition, biodynamic gardening methods, and food studies issues both domestic and international;
- Positive attitude, proven ability to work successfully with diverse populations and demonstrated commitment to promote and enhance diversity and inclusion

Physical Requirements:
Requires extended periods of sitting and repetitive hand/wrist motion while using computer keyboard and phone. Occasional standing, walking, climbing stairs, bending, stooping and reaching. Occasional lifting up to 25 pounds.

Work Environment/Work Week/Travel
Work is primarily performed in a standard office environment and outdoors. May require working in various degrees of heat and cold weather.
Work is performed during standard business hours and may include evenings and weekends depending on program needs.

Review of applications shall begin on October 15, 2015.

Applications should be submitted online at: https://pacific.peopleadmin.com/postings/6067