### ABOUT THE PROGRAM

The Outback Farm is a joint program of the Associated Students and Fairhaven College, offering experience in organic farming and wetland restoration. Our programming focuses on skill development in farming, permaculture practices, food justice, and community building.

### ABOUT THE POSITION

This position works closely and in tandem with the Outback Farm Manager and Outback staff to serve as the main communications and engagement coordinator for the farm. This includes managing social media, publicity, and the organization of community gardeners at the farm.

### OFFICE RESPONSIBILITIES

- Coordinate and facilitate work parties and at least one workshop per quarter
- Help publicize the farm including maintaining social media and web pages related to the farm
- Maintain a weekly schedule that includes attending staff meetings, holding 1-2 office hours a week, and holding a minimum of 10 posted hours per week in the Outback

### POSITION RESPONSIBILITIES

- Coordinate campus-wide publicity and social media
- Plan and publicize workshops and engagement programs (2-4 each quarter)
- Maintain list of Outback email subscribers and conduct outreach, including a quarterly newsletter
- Recruit and communicate with potential new gardeners
- Regularly perform farm-related tasks such as weeding, mulching, planting, and basic chicken care
**REQUIRED QUALIFICATIONS**

- Maintain a minimum credit load during full term of position:
  - Undergrad: 6 credits
  - Grad: 4 credits
- Maintain a minimum of 2.0 GPA.
- Ability to complete entire term of position.
- At the time of hiring, be eligible for employment in the U.S.

**PREFERRED QUALIFICATIONS**

- Familiarity with organic gardening and other sustainable gardening practices
- Physical ability to work outdoors during any time of the year, including during inclement weather
- Knowledge and experience related to event planning
- Ability to work closely with a diverse array of people
- Demonstrate self-motivation to complete a project independently
- Demonstrate a creative approach to involve and educate the campus and the greater Bellingham community
- Ability to identify and work on removing inequities, barriers, and forms of oppression that may be present in the programming or services of this position

*This job description is subject to change in accordance with the AS Personnel Policy. The Associated Students is an Equal Opportunity Employer. Revised March 2021 by Personnel Director.*