



Leadership Coordinator

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About Our Organization

Wolfe's Neck Center for Agriculture & the Environment is on a mission to transform our relationship with farming and food for a healthier planet. We are a nonprofit education and research center situated on 626 acres of farmland, forest, and coast in Freeport, Maine. Our campus consists of an organic dairy program, livestock barns, diversified fruit and vegetable production, an oceanfront campground, and miles of wooded hiking trails. As a working farm located within a unique mix of ecosystems, we offer a remarkable and inspiring place for visitors of all ages to learn and play. Our year-round programs include farmer training, field trips, workshops, weekend events, and more.

Farm Camp

Farm Camp is a summer day camp program for children ages 4-15. Campers engage in hands-on learning about sustainable agriculture and the environment while taking care of livestock, tending our gardens, and exploring nearby ecosystems. Each year, we host hundreds of campers from the local community and out of state. The Farm Camp season runs from June 10 - August 23, 2019. This includes one week of staff training (June 10 - 14) and ten weeks of camp (June 17 - August 23). As this is a day camp program, each week runs Monday through Friday.

Role & Responsibilities

The Leadership Coordinator primarily oversees our Junior Counselor program for high school youth, ages 15-18. Junior Counselors (JCs) are volunteers who support camp activities and serve as a role model for younger campers. Many JCs have graduated out of our Farm Camp programs, and return as volunteers to develop their leadership skills, fulfill service requirements, and build experience for their college applications or resume. The Leadership Coordinator provides ongoing supervision and support for JCs to ensure that they are thriving and growing in their roles.

Specifically, the Leadership Coordinator is responsible for the following duties:

- Coordinate and facilitate Junior Counselor training
- Provide feedback, coaching, and guidance to all Junior Counselors
- Cultivate a supportive, respectful, and safe learning environment
- Plan opportunities for Junior Counselor volunteer appreciation and community-building
- Purchase, organize, and manage program materials in accordance with camp budget
- Support camp record keeping, office operations, and other administrative tasks as needed
- Collaborate with the Assistant Camp Director, Education Programs Manager (Camp Director), and all camp staff to help infuse leadership development principles and practices throughout camp

Qualifications

Our ideal candidate has experience with leadership development, project coordination, and working with high school aged youth. We're looking for someone with a patient and compassionate leadership style, who empowers youth and helps them achieve their potential. We're also looking for someone who takes initiative and is excited to develop, coordinate, and implement dynamic programming. Specifically, we're looking for someone who has the following skills and qualifications:

- Experience teaching, supervising, coaching, or mentoring teens, especially in an outdoor setting
- Experience with and/or knowledge of sustainable agriculture, farming, gardening, livestock, or food systems
- Ability to motivate and mentor youth with professionalism, positivity, and enthusiasm
- Ability to work outside in a variety of environments and weather (including heat, humidity, and rain)
- Excellent communication and interpersonal skills
- Current First Aid & CPR certification required (or willingness to obtain before start date)
- Valid driver's license. Must be 21 or older in order to operate farm vehicles, including tractor

Terms of Employment

This is a full-time, seasonal position, though a part-time arrangement may also be considered. Typical working hours are Monday through Friday, from 8am – 4:30pm, though occasional weekend and evening hours may be required. Documentation establishing your right to work in the United States is required along with the completion of a successful background check. Must have a valid driver's license and clean driving record. Must be 21 or older in order to operate farm vehicles, including tractor. Compensation includes: hourly wage (paid biweekly); potential for on-site housing; free rentals for bikes, kayaks, and canoes; discounted oceanfront camping (based on availability); 25% discount on farm products (including meat, eggs, and seasonal produce); 25% discount in the Farm Café and Farm Store.

To Apply

Please submit an [Online Application](#) along with your cover letter and resume. For more details about our Farm Camp programs, please visit our [website](#). If you have any questions about the application process, please contact Maranda Chung, Education Programs Manager: mchung@wolfesneck.org. Applications will be reviewed on a rolling basis until we fill the position.

Wolfe's Neck Center for Agriculture & the Environment does not discriminate on the basis of any protected category. Applicants are selected based on their ability to perform the essential functions of the job, prior related work experience, and references from previous employers.

