



Job Description

Communications Title: Educational Associate

Overview: Educational Associate will be responsible for assisting Lead Educator with coordinating, planning, executing, and evaluating Food Strong's educational programming. Educational Associate will utilize their expertise in taking the lead in new schools, assisting with curriculum development, and working with the Food Strong team to expand and enhance school and community educational programming.

Duties and Responsibilities:

Specific duties include, but are not limited to:

- Work with Lead Educator on planning, preparation, coordinating, shopping for, and promotion of Food Strong's educational programs (in schools, in headquarters, or in community)
- Teach Food Strong's classes, both in school and in a variety of community settings such as Food Strong's Learning Garden
- Work with Lead Educator to develop comprehensive, adaptable program plan and curriculum
- Assist with developing a strategy for program expansion and franchising
- Execute, evaluate, compile data from program surveys and other measurement tools to analyze program outcomes and success
- Compile and organize program data, information and demographics
- Assist with program marketing and recruitment
- Supervise program staff and volunteers
- Participate in regular staff meetings
- Contribute guidance and input regarding educational programs to ensure optimal program success

Additional Opportunities:

- Will have opportunity to sit in on variety of community initiative planning meetings and committees
- Will have opportunity to network with many key players in the public, nonprofit, and private sectors in Northeast Ohio

Qualifications:

- Bachelor's or Master's degree in Education, Social Work, Nonprofit Management, Public Administration, or a related field



- Minimum of 3-5 years professional experience in related field(s)
- Excellent communication skills
- Ability to communicate with a wide variety of populations in easy, culturally-sensitive manner
- Assertive personality which can command audiences/student groups
- Outstanding organizational skills
- Proficiency in MS Office, Adobe Creative apps and Google Drive
- Strong attention to detail
- Punctual
- Very task-oriented
- Self-starter
- Excellent critical thinking/problem solving skills

Compensation: 40 hours per week at \$40,000/year to start

Benefits:

- Mileage reimbursement at \$.65/mile driven
- Flexibility
- 10 days PTO per year
- 1 day of sick time accrued per month
- Options for healthcare

Additional Information: This role will be executed in Food Strong Headquarters at 1901 Train Avenue, Cleveland, Ohio, our Learning Garden at the Coit Road Farmer's Markets, and at a variety of community settings, including schools, libraries, farmers markets, and coffee shops. Work will often be done remotely, too. Food Strong's organizational culture is unique in that we truly live by our values of integrity, inclusion, and community values.

A 90-day assessment will be compiled by Food Strong executive leadership on job performance.

Contact: Food Strong Executive Director, Sara Continenza,
Info@FoodStrong.org; 216.640.0342

About Us: The mission of Food Strong is to strengthen and empower communities through fresh, local foods. Our work includes School Gardens, Culinary Arts, Youth Entrepreneurship, the Care Strong Project, Vacant Lot Renovation Project, and Care-A-Van, a program which brings vital resources, arts, wellness opportunities and more to community settings such as farmers



markets. We collaborate with community-facing organizations, grassroots initiatives, public institutions and even private companies, to enhance access to/demand for fresh, healthy foods for under-resourced populations throughout Northeast Ohio. We make sure to meaningfully engage the communities we serve in all of our work.

Visit www.FoodStrong.org for more information.