



Part-Time Seasonal School Garden Program Assistant Job Description

About Schoolyard Roots: Schoolyard Roots brings learning to life for over 4,700 students and families in twelve Tuscaloosa-area elementary schools. We cultivate curiosity and connection through hands-on learning gardens, sensory awareness, and observation of the natural world. Schoolyard Roots engages communities with food and nature in order to inspire, delight, and bring classroom concepts to life.

About the Position: Schoolyard Roots (SYR) is seeking a part-time School Garden Program Assistant working 10 hours per week. The ideal candidate will be both an independent worker and a team-player, will have experience working in and maintaining gardens, and will demonstrate passion for the Schoolyard Roots mission and vision. The Program Assistant's main role is to assist in all aspects of running the school garden program with an emphasis on school garden maintenance and improvements. The Program Assistant plans collaboratively with the Garden Education team, but often works independently. Strong communication and reliability are essential requirements of the position.

Schedule: The Program Assistant position is up to 10 hours per week for 15 weeks during the Spring Semester (early February through Mid-May 2026) and 15 weeks during the Fall semester (Mid August-Mid-December 2026). The ideal start date is flexible but will be in February 2026. There is potential for this position to expand for the right candidate.

Responsibilities:

- Assist in maintenance of all twelve partner school gardens as a point of pride for the schools and a place of beauty and creativity for students, staff, and families.
- Assist in all aspects of partner school garden maintenance, including but not limited to: crop rotation planning, planting, harvesting, distributing produce, weeding, fertilizing, composting, pest management, irrigation, seed-saving, and other garden-maintenance related activities.
- Assist in the management of growing of transplants under indoor grow-lights for use in all partner school gardens.
- Assist in all aspects of school garden improvements and beautification including contributing to visioning and planning of garden spaces, conducting research for new garden projects, creating project work plans, and executing garden improvement projects.

- Inventory, organize and procure garden-related materials as needed.
- Maintain accurate records of garden maintenance.
- Communicate often and effectively with Garden Education Staff and Executive Director about work plans, schedules, purchasing needs and task progress.
- Work with the Garden Education team to assist in coordination of garden volunteers.
- Assist Garden Educators in teaching garden-based lessons as needed.
- Assist Garden Educators in preparing lesson materials as needed.
- Take photos and videos in gardens to be used in various SYR media.
- Maintain consistent and constructive communication with SYR team and partner schools; arrive at work on time and prepared for the day and provide sufficient notice of changes in schedule.
- Act as an ambassador of SYR in the gardens, at partner schools, and in the community.
- When appropriate, assist with SYR special events and volunteer days, including being available for some evenings and some weekends.
- When appropriate, assist with SYR special projects.
- Attend meetings as needed.

Additional Duties and Requirements:

- Be a responsible representative of SYR in the community.
- Work collectively to fulfill the mission and vision of SYR.
- Be able to lift 50 lbs., stand on feet for 8 hours at a time, be outdoors for 8 hours at a time in all non-dangerous weather, and be physically active.
- Be knowledgeable about organic gardening techniques.
- Maintain knowledge on current food systems, organic gardening, and school garden trends.
- Must pass federal and state background checks.
- Position requires use of a personal vehicle and a driver's license.

Experience:

- 1-2 years' experience working in a garden, farm, landscaping, or other plant-growing setting.
- Knowledge of and enthusiasm for organic gardening.
- Experience working and managing tasks independently.
- Strong enthusiasm for garden-based education.
- Some experience working in a K-12 educational setting desired.
- Working knowledge of basic computer programs including Google Drive and/or Office 365.

Desired Qualities and Characteristics:

- Ability to complete high-quality work independently is required.
- Outstanding communication skills required.
- Positive attitude and outlook.
- Passionate about growing food and the impacts of school gardens.
- Interest in and willingness to learn about school garden best practices.
- Knowledge of and willingness to learn about organic gardening techniques and best practices.
- Must be extremely reliable.
- Energetic, hard-working, and organized.
- Collaborate comfortably and effectively with a wide range of people.

Compensation:

This is a part-time, seasonal position with the potential for the position to grow for the right candidate. Starting hourly rate is determined on experience, with a range of \$13-15/hour. The Program Assistant has access to fresh, organic produce, herbs, and flowers from the gardens when available.

To Apply: Please send a resume, cover letter, and spring semester availability to nicole@schoolyardroots.org. We will begin reviewing applicants asap, but the position will remain open until filled.

Schoolyard Roots is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.