

5-23-19 Program Manager, GrowGood Inc., Bell, 6-15-19 deadline

Job Title

Program Manager

Agency

GrowGood Inc.

Location

Bell, CA

Pay Rate

Salary: \$35,000 to \$40,000

Program Overview

GrowGood, an innovative urban farm based in Los Angeles, seeks a program manager with a wide range of skills and who is game to take on ad hoc projects in collaboration with farm staff and our partner homeless shelter. The job is not farming, but farming is at the heart of everything we do, and this person will support our crucial work in every way.

Responsibilities

1. Manages volunteers, both individual and group. Seeks out and recruits corporate volunteer groups. Works with farm staff to create volunteer experiences that benefit the group and the farm and that provide funds for our social enterprise business. Tracks current volunteers and finds new ones.
2. Manages GrowGood's social media. GrowGood currently is active on Instagram, but the new manager would build on that to other relevant platforms and make sure our presence is lively and appealing. Creates a strategy to increase our presence and build our following, in part to support our social enterprise. Works with staff to make sure all programs get represented on social media.
3. Manages program for clients of the shelter, home to 500 men and women. This includes twice-weekly life skills classes, (some taught by an outside contractor). And it includes working with case managers and shelter staff to recruit and hire shelter clients for the farm's temporary employment and culinary training programs; tracking those people through and after the program.
4. Responsible for community outreach, including tabling at community events, reaching out to institutions in our neighboring communities.
5. As well, there are ad hoc projects, such as fundraisers and events. We are a small staff, and everyone pitches in when needed. GrowGood is an organization that is growing and changing; the successful candidate should find that exciting and enticing, and understand that roles are likely to adjust over time.

Required Skills

Social media, volunteer management, community outreach, event organizing

Desired Skills

Spoken Spanish

Application Mode

Send a cover letter and resume to [mary@grow-good](mailto:mary@grow-good), with Program Manager in the subject line.

Application Deadline

June 15, 2019

Contact for further information

[mary@grow-good.org](mailto:mary@grow-good.org)