



Field Trip Lead Job Description

Overview: We're looking for a Field Trip Lead for Arcadia's spring Field Trip program. The Lead will be primarily responsible for overseeing that the Field Trip runs smoothly, that staff (Field Trip Guides) are supported, and that programmatic needs are communicated to the On-Farm Education Manager. Field Trip Leads will also actively participate in the Field Trips by supervising elementary age groups and leading them through a series of educational stations at our Hilltop garden site on the grounds of Woodlawn, a National Trust Historic Site, in Alexandria, VA.

Through Arcadia's Field Trip program, we seek to connect children to where their food comes from, the science behind what makes healthy soil, what makes up a plant, and much more! Our goal is to play an integral part in bridging the gap between local food systems and our surrounding elementary schools.

You will be trained in the skills necessary to be part of the Farm Education team.

Reports to: On-Farm Education Manager , Shelby Hintz

Hours: Start date is **March 28th, 2024** and end date is **May 31st, 2024**. Part-time, seasonal for approximately 8 weeks. There are varying hours for Training and the Field Trips. Dates and hours are as follows:

- Guide Training: March 28th and 29th. 9:00am-12:00am.
- Hours on scheduled days: 8:45am-1:30pm
- **Note:** Total Hours are dependent on the number of Field Trips scheduled; hours are estimated. Field Trips will occur on Thursdays and Fridays.

Compensation: \$20 per hour

Location: Arcadia Farm at: 9000 Richmond Hwy, Alexandria, VA 22309

Responsibilities:

- Implement curriculum-based exploration of Arcadia Farm.
- Supervise and support Field Trip Guides (team of 3-7 staff).
- Lead briefing and debriefing sessions before and after field trips with staff.
- Lead elementary school aged groups of about 15 students.
- Lead programmatic discussions, activities, and demonstrations.
- Effectively supervise, manage, and educate students.
- Help with set-up and clean-up of the garden site.
- Communicate consistently and effectively with On-Farm Education Manager
- Other responsibilities as assigned.

Qualifications:

- Experience working with children is desired;
- An enthusiasm for sustainable agriculture and the environment;
- A passion for inspiring discovery and fun on the farm for children;
- A willingness to get dirty, work with animals, and work in the garden;
- Excellent communication and organizational skills;
- An ability to work independently and carry out farm-based lesson plans;

Required for hire:

- **Must undergo a background check;**
- **Must be at least 18 years old;**

How to apply: Applications accepted on a rolling basis. Send a resume, a short statement explaining why you would like to be a Field Trip Guide, as well as the name, email and/or phone number of two references with the subject line “Field Trip Guide Application: *Your Name*” to On-Farm Education Manager Shelby Hintz, at shelby@arcadiafood.org. Arcadia is committed to diversity in the workplace. People of color, LGBTQ and multilingual people are encouraged to apply.

Arcadia Center for Sustainable Food & Agriculture is dedicated to creating a more equitable and sustainable food system and culture in the Washington, DC area and a collaborative space for the many local efforts and initiatives around better food. Our mission is to improve the health of our community, the viability of local farmers, and preserve our environment for future generations by combining education about healthy food and its sources with better logistical connections between local farmers and the urban and suburban core of the region.

Learn more at <http://arcadiafood.org/> and <http://arcadiafood.blogspot.com/>