Job Announcement
Promotoras

20 hours/week, $17.00/hour
Part Time, Non-Exempt, Temporary*

www.lasemillafoodcenter.org

La Semilla Food Center is seeking TWO motivated and committed individuals for our Community Education Program with strong community leadership skills. Community Education Promotoras will assist in coordinating and implementing community-based education programs including La Cosecha, Cocina Intercambios, and other Community Education Programs. We anticipate hiring for these positions by the end of November. Promotora position is tied to grant funding that will end in September of 2023. There is the possibility to extend the position based on new grant funding.

Community Education is one of several La Semilla programs serving to advance a socially equitable and economically viable regional food system. Ideal candidates have strong ties to the community, thrive in outdoor spaces, and love sharing their knowledge with individuals and groups. Promotoras are true leaders of our communities with the capacity to gather and organize people. If you are someone who seeks connecting with people, would love to inspire others by sharing your knowledge, and has a knack for cooking and gardening, then this is the position for you!

La Semilla Food Center is a 501c3 nonprofit organization whose mission is to foster a healthy, self-reliant, fair, and sustainable food system in the Paso del Norte region of southern New Mexico and El Paso, Texas. We work with children, youth, and families to build awareness around food issues, provide informed analysis, and create alternatives for healthier environments and communities.

TO APPLY: Access the application in person at La Semilla Food Center's office located at 101 E. Joy Rd. Anthony, NM 88021 or on our website: www.lasemillafoodcenter.org. Please send your application to: communityed@lasemillafoodcenter.org. If you have any questions, please contact: (575) 882-2393.

Deadline for applications: Initial application deadline for priority consideration is November 14, 2022 at 5:00PM (MST). Positions will remain open until filled. Applicants must have a current valid Driver’s License to be considered.

Position Summary:
Reporting to the Director of Community Education, Promotoras are primarily responsible for the implementation of the La Cosecha Gardening and Cooking Traveling Workshop Series, which takes place throughout the Paso del Norte Region, and leading training activities for the La Cosecha Institute. Additionally, Promotoras lead the delivery of Cocina Intercambios and cooking demonstrations in colonia communities, as well as the implementation and reporting of evaluation activities.

What you will be doing in this position:

La Cosecha Program Assistance and Program Implementation - 80%

- Purchase, packaging, and delivery of all materials and ingredients for La Cosecha Cooking and Gardening Platicas.
Cooking workshop purchases include food supplies for demonstrations and activities, participant giveaways, workshop instruction materials, and supplies needed to complete activities.

Garden workshop purchases include seeds, soil, garden tools, transplants, compost, activity supplies, and materials.

- Recruiting participants for La Cosecha programs.
  - Tabling events, group presentations, canvassing, emails, social media, flyer distribution, and other outreach activities, as needed.
- Implementation of La Cosecha Gardening and Cooking Paticas on site and virtually through Zoom.
- Coordination of community education workshops, as needed.
- Coordinating and leading activities during La Cosecha Institute trainings.
- Coordinating distribution and delivery of all materials, surveys, and supplies to all La Cosecha sites.
- Implementation of evaluation, participant tracking and reporting, and other reporting as needed.
- Assisting with organization and reporting of surveys, sign-in sheets, and reports.
- Organizing, upkeep, and inventory of La Cosecha kits and Community Education Program supplies.

**Community Education Program Assistance - 20%**

- Assisting with Cocina Intercambios, Summer Camps, and Farm Fresh cooking demonstrations, including recruiting and implementation.
- Attend Community Education and all-staff meetings on site and virtually through Zoom.
- Post La Semilla and Community Education Program events on social media for past, present, and future events, activities, highlights, and stories.
- Assist Community Education grant reporting requirements.
- Public benefits outreach and assistance to individuals.

**Necessary Qualifications**

- Must be able to independently identify problems and resolve them.
- Use a variety of interactive teaching and coaching methods for different learning styles and ages.
- Must be fluent in English and Spanish, both written and oral.
- Experience coordinating and leading community education classes.
- Experience leading cooking classes and/or nutrition classes.
- Experience leading other health-based groups or activities.
- Effectively manage time and prioritize activities, yet stay flexible.
- Gain and share basic knowledge of the community, health and social services, and specific health issues.
- Understand social determinants of health and health disparities.
- Listen actively, communicate with empathy, and gather information in a respectful manner.
- Speak and write in a person's preferred language and at an appropriate literacy level.
- Document activities and services and prepare written documentation.
- Establish professional relationships with community members.
- Recognize and appropriately respond to the beliefs, values, cultures, and languages of the population served.
- Must be able to gather, document, and report on activities within organization guidelines.
- Must have reliable transportation and a valid driver’s license.
Basic computer skills, basic Microsoft Office software knowledge, and experience with social media.
Pass a background check.

**Bonus points for:**
- Experience with and interest in working with diverse populations, including children, youth, adults and people of various economic, social, and political backgrounds.
- Experience with community organizing and advocacy.
- Working knowledge of local food systems, gardening, sustainable agriculture, public health, and/or economic development.
- Experience working with a nonprofit organization.
- Having Community Health Worker Certification

**Physical Demands:**
- Ability to work outside and lead and participate in gardening activities during all typical and inclement weather conditions.
- Ability to lift 50 pounds.
- Ability to stand for prolonged periods of time.

**Work Conditions:**
- Must be able to travel regionally.
- Must be willing to work a flexible schedule due to program demands, including working evenings and weekends.
- Hybrid model of work-from-home/in-person work environment. Exact split will depend on job duties and seasonal demands, but anticipate a 75/25 split. Laptop will be provided, but internet connection at home is required (La Semilla provides a monthly stipend to help offset internet costs).

**Compensation:** In addition to the hourly rate of $17.00 per hour, we offer part-time employees generous leave, including PTO, paid holidays, and paid parental leave. We also provide opportunities for professional development and growth, as well as a vibrant and fun work environment.

**Think you’re not qualified? Think again!**
Some people might hesitate to apply, because they don’t have absolutely everything on the above lists of skills and experience. Don’t let that stop you! We work to empower folks, and we’ll support you in learning what you need to be successful. Most importantly, we’re looking for someone with fire and passion for the work who is detail-oriented and loves creating order and keeping track of multiple moving parts so that our program can function smoothly and efficiently.