

A National Medal winner, the Museum of Northern Arizona (MNA) has been celebrating the Colorado Plateau's natural and cultural heritage since 1928. Our 200-acre research campus includes a Museum showcasing the geology, anthropology and art of the region as well as state of the art research and collections facilities. MNA's renowned and award-winning Heritage Festivals of Arts & Culture (Zuni, Hopi, Navajo, and Celebraciones) draw thousands of national and international visitors. The Museum works in collaboration with native peoples of the region to protect and foster their cultures, traditions, and beliefs by encouraging artistic expression and supporting, empowering, and educating visitors about their art and culture.

Title: Colton Community Garden Caretaker

Department: Botany

Status: Part-Time Volunteer

Supervisor: Botany Research Specialist

Position description: The Colton Garden Caretaker is responsible for ongoing maintenance of the garden, including: planting, weeding and watering. This position will work collaboratively with the Garden Coordinator and garden volunteers to maintain a productive vegetable and demonstration garden at the museum.

Major Tasks and Responsibilities:

- Garden Maintenance – will harvest, distribute food harvested, manage irrigation in CCG demo section, clean up the garden and maintain compost which volunteers and MNA staff drop off weekly
- Support Volunteers – will organize and work with community volunteers for an average of two hours once a week (Friday 7:30 am – 9:30 am is current volunteer work time, but is negotiable) in the garden, plus setup/take down for about an additional hour. Volunteers may include not only individuals but also organizations such as the Grand Canyon Youth, Flagstaff High School Transition-to-Work students, and residents from the Senior Living Community.
- NAU/Action Learning Teams – will collaborate and coordinate with the ALT's graduate assistant and teaching assistant to accomplish tasks in the garden with students such as: weeding, harvesting, prepping soil for next season and fundraising.
- Liaison for Colton Community Garden – will continue to communicate with MNA staff, The Peaks Senior Living Community, Grand Canyon Youth, NAU (Rosemary Logan & Graduate Assistant), and Community Volunteers. Individual will maintain the CCG email and pass on necessary information to Jan Busco, Carrie Heinonen and/or Rosemary Logan.
- Fundraising:
 - Conduct research on and apply for garden-related/growing grants
 - Develop a donor base for the garden
 - Solicit garden supply donations from local businesses
 - Work collaboratively on development and fundraising

Abilities, Skills, and Knowledge

- Two or more years of experience growing food
- Foundational knowledge of how to grow food at 7,000 feet and a willingness to learn
- The ability to lift 40 lbs. and engage in hard physical labor such as shoveling, pickaxing or post hole digging
- Experience coordinating volunteers
- Strong organizational skills
- Strong writing skills and preferred experience in fundraising and grant writing
- Excellent communication skills and a positive attitude



MUSEUM of
NORTHERN
ARIZONA

Celebrating the Colorado Plateau

Work Commitment:

This volunteer position requires 7-8 hours of work per week from August 15, 2017 – May 15, 2018.

Compensation

The Garden Caretaker will be provided housing in one of the coops at the Museum of Northern Arizona from August 15th – May 15, 2018 in exchange for working in the Colton Community Garden. No pets allowed.

How To Apply:

Send cover letter and resume to employment@musnaz.org. Please indicate in your cover letter the position you are applying for.

Job offer contingent on satisfactorily passing criminal background check.