



SECIA (see-key-ah)

P.O. Box 18460
Minneapolis, MN 55418

www.secomo.org

The Southeast Como Improvement Association works to maintain and enhance the physical, social, and economic environment of our neighborhood. Through programs that serve our community's present and future needs, through communication, stewardship, and citizen involvement, we strive to foster a sense of community and to promote the neighborhood as a vibrant place to live.

Our programs and activities are open to ALL and do not discriminate on the basis of race, color, national or ethnic origin or immigration status, age, religion, disability or handicap, sex, gender identity and/or expression sexual orientation, military or veteran status, or genetic information.

To request this information in another language or format, please contact

secomo@secomo.org. Para solicitar esta información en otro idioma o en un formato diferente, por favor contacta secomo@secomo.org. Xav thov nug nplooj ntawv no rau lwm hom lus los yog daim ntawv, thov hu rau secomo@secomo.org. Si aad u codsato foomkan oo qaab ama luqad kale ah, fadlan la xiriir secomo@secomo.org.

GARDEN INTERN – April-November 2024

Southeast Como Improvement Association (SECIA) is looking to hire one paid **Community Garden Intern**. This position will be approximately 5-10 hours of work per week.

The Community Garden Intern works with Community Garden Coordinators, volunteers, community members and other SECIA Interns. The Southeast Como neighborhood currently has 7 community gardens: one vegetable garden and six pollinator gardens.

The goal for this position is to expand and foster garden participation, support the management and caretaking of the gardens, and to host events that bring community members into SECIA's gardens. SECIA has a long history of engaging students in community building through our internship programs, and we are looking for candidates to fill our open internship for 2024. More information about SECIA and its specific gardens can be found on our website: www.secomo.org.

Job Duties may include:

- Participate in regularly scheduled gardening days in our pollinator gardens (about 12-15 hours per month in May through October);
- Facilitate garden functions;
- Participate in and support potential new gardens (if any);
- Meet with and assist Garden Coordinators;
- Help to implement our Equitable Engagement Plan through outreach to our diverse community for input, enjoyment of, and participation in the gardens;
- Support the distribution of produce from FairShare Farm in cooperation with Southeast Seniors;
- Welcome community into the gardens as visitors and/or volunteers;
- Work with SECIA's staff to develop multi-modal outreach through email, social media, in-person, and place-based strategies;
- Meet regularly with project leads and other interns to coordinate activities and discuss progress.
- Organize and acquire basic resources for the gardens as needed;
- Assist in pre and post-season garden planning;
- Assist with grant applications to raise funds for projects and initiatives;
- Help organize gardening activities and outreach for the Como Cookout and other SE Como events; and
- Promote gardening as a way to improve our environment, prevent stormwater runoff, and sustain pollinators; and
- Other duties as needed.

Required Qualifications:

- Demonstrated interest in native pollinator gardens and agriculture/horticulture;
- Available for in-person hands-on gardening late April through October
- Strong communication and organization skills;

- Ability to work in Google Suite and video conferencing;
- Familiarity with social media platforms and organizational pages; and
- Flexibility and capability to work both remotely with proper guidance and onsite at the gardens, both independently and as part of a team.

Preferred Qualifications:

- Significant gardening experience;
- Stormwater management and rain garden knowledge;
- Experience with habitat restoration native plants, gardening for pollinators, and organic strategies for addressing invasive plants;
- Event Planning or organizing experience;
- Currently enrolled in a higher education program in Minneapolis or St. Paul;
- Education in horticulture or agriculture;
- Connection to Minneapolis neighborhoods, and/or live in the SE Como area; and
- Familiarity with multiple languages.

Compensation:

This is a part-time intern position and will be paid at \$16.00 per hour.

To apply, please submit a resume and a cover letter to office@secomo.org. Applications will be reviewed starting March 1, 2024.

EEO & Affirmative Action Statement: The Organization provides equal opportunity to all employees and applicants for employment as required by state, federal and local Equal Opportunity Affirmative Action laws, including the Minneapolis Civil Rights Ordinances. The Organization "will not discriminate against any employee or applicant for employment because of race, color, creed, religion, ancestry, national origin, sex, sexual orientation, gender identity, disability, age, marital status, familial status, or status with regard to a public assistance program" as required by City Ordinances. The Organization provides reasonable accommodation to applicants and employees with disabilities in compliance with the Organization's ADA Policy, as applicable. SECIA's complete EEO Policy and Affirmative Action Plan can be viewed [HERE](#).