



Deep Medicine Circle

Education Programs Manager

The Deep Medicine Circle (DMC) is a WOC-led nonprofit organization that is committed to healing the wounds of colonialism through food, medicine, story, restoration and learning. We are an organization made up of Indigenous and Diasporic people working collectively in radical solidarity to advance a culture of care. We center climate, economic, racial and health justice, through activities in farming, ecological restoration, Landback, community organizing, healing work, arts and education. Our work is to Heal the Land and Feed the People.

POSITION SUMMARY

The Education Programs Manager reports to the Director of Agroecology and Land Stewardship and the Director of the Landback Program. They are responsible for continued development of DMC's Agroecology and Land Stewardship curriculum with these directors, and oversee the implementation of the Agroecology Apprenticeship Job Training Program and all other educational programs at DMC in partnership with local learning institutions, such as Oakland Technical High School. This position will advance our work to grow the next generation of agroecological farmers and land stewards to rewild urban landscapes, restore rural ecologies and advance our agenda for Universal Basic Nutrition for all people.

This is an opportunity to join a community working towards transforming the local food system through policy, education and job training. The Educational Program Manager facilitates individuals learning how to grow food in an intensive ecological production model, land stewardship and cultural building work while integrating sensitive Indigenous cultural practices, which are important to building right relations with all living beings. This role requires someone who is able to listen carefully to the dynamic needs of a wide range of learners, from children to elders from diverse backgrounds, and assist them on their learning path. This position also requires a high level of demonstrated professionalism and emotional maturity to navigate the complex issues of



partners and participants coming from communities of struggle. The Education Program Manager will need to support collaborative relationships with local and Indigenous communities, academia, government, industry, and other relevant parties to advance program goals and the Deep Medicine Circle's purpose and vision.

Essential Functions

With guidance and collaboration from the leadership of DMC (Executive Director, Director of the Landback Program, and the Director of Agroecology /Land Stewardship) this position will be responsible for the following specific duties:

- Continued design and evolution of Agroecology training program with clear goals, objectives and desired outcomes for each cohort that including: course outline, learning modules, core competencies, hands-on activities appropriate for each season, an Indigenous cultural practice learning component and career exploration opportunities
- Oversee recruitment and vetting of Education Program participants
- Coordinate daily schedules and tasks of all participants in DMC's Educational Programs with Directors and Farm Managers
- When DMC's Education Programs are not in session, deepen learning in DMC's agroecological approaches by working alongside farm teams at all sites, with schedule coordinated by DMC Director of Agroecology and Land Stewardship
- Keep Outdoor Classroom in working order, stocked with learning supplies as needed
- Serve as the point of contact for Apprentices and other educational participants, accompanying them at all times in all learning experiences with DMC
- Help create learning plans for each participant based on the outline and the desired outcomes set for each cohort



- Coordinate orientation meetings and weekly check-ins with each cohort as well as personal meetings with participants to review progress towards their specific learning plan
- Conduct pre-program and end evaluations for all learning participants
- Support and inform the DMC team in relationship to culturally sensitive and knowledge-based decision-making as it relates to the participants and course outline we are implementing
- Overseeing and participating in all educational activities and sessions that happen at different farm sites, field trips and at partner sites.
- Attend conferences and visit projects stewarded by similar organizations to ascertain best practices.
- Communicate project results and progress to DMC team through case notes, progress reports and data tracking
- Log hours spent by each participant and collect data in relationship to grant reporting and the on-going Farm Is Medicine initiative.
- Work with the Fund Development team to support fund-raising efforts, including providing content for reporting and facilitating field site visits for donors and staff.
- Lead in the modification and development of policies, procedures, and action plans to improve the organization's Apprenticeship Program
- Ability to travel to each of the DMC sites in Oakland and in San Gregorio weekly
- Ability to drive a 15 passenger van to bring Apprentices between farms in Oakland and San Gregorio
- Participate and be available for community events and programming which includes some evenings/weekends.

QUALIFICATIONS

- At least 5 years experience in management of internship or apprenticeship programming work
- Minimum 3 years of organic vegetable production farming



- Confident in leading groups in educational programs and job skill development
- Drivers License with clean driving record
- Attention to detail in project management
- Demonstrates clear communication skills and solid work ethic
- 3 years of teaching or mentoring experience
- Excellent oral and written communication skills, including effective public speaking
- College coursework to support people management or teaching
- Maintain a positive attitude that will motivate learners to consider a career in one of the DMC core areas
- Demonstrated ability to work effectively and efficiently with a wide range of community movement partners
- Commitment to DMC's core values and practices to advance these in our organizational culture
- Strong organizational skills
- Strong leadership skills that greatly values collaboration and teamwork, as well as independent and innovative thinking
- Proficient and confident in google docs, sheets, word, excel and powerpoint.
- Ability to learn and work with computer applications and Apple/Mac interface
- Knowledge and experience in the histories and cultures of Tribal and Indigenous land challenges
- Passionate about pre-colonial land restoration and the ability to articulate the importance of this work along with personal experience with land restoration
- Collaborating and working with people from historically marginalized groups in settings that feature diverse groups and interests
- Confident and works well under pressure
- Able to work independently and record progress of learners
- Demonstrate success working with Indigenous communities and other common historically marginalized groups on land based projects



LOCATIONS: All DMC active sites which includes the Rooftop Medicine Farm, Oakland, The Seed Hub and Outdoor Classroom in the Laurel District, Oakland, and Te Kwe A'naa Warep Farm, San Gregorio

COMPENSATION and HOURS \$60,000-\$75,000 based on experience /year salaried, full time

Start Date and Timeline: September 1, 2023

Required and Additional Benefits: PTO, PSL, healthcare benefits, 401K, workers' compensation, unemployment insurance, annual gear stipend (\$200), annual professional development stipend (\$500)