

## JOB DESCRIPTION

### **School Farm Leader**

**POST** School Farm Leader

**RESPONSIBLE TO** Director

**TERMS OF CONTRACT** **12** hours/week. Fixed term contract from w/c **22nd August 2022** to the w/e **30th June 2023**.

The contract is renewable dependant upon continuation of funding. The role will be PAYE with holiday entitlement and the option of pension contributions.

**RENUMERATION** £25,151 - £26,410 pro-rata (dependant upon experience).

#### **PURPOSE OF JOB**

To deliver 'school farm' sessions for classes of children at Canal View Primary School in Edinburgh. The sessions support children to grow fruit and vegetables, developing their understanding of where their food comes from, how to have a healthy and balanced diet, and how food production methods affect the health of our planet.

Two School Farm Leaders work as a team to plan and deliver four **3/4 hour** sessions on Tuesdays and Wednesdays each week during the school year (except school holidays). The sessions would cater for P5 and P6 classes numbering up to 30 children, with the two School Farm Leaders assisted by the class teacher. The sessions will be held at the school farm garden which is on the School grounds.

The role provides nine hours a week in addition to class hours for preparation, liaison, management and maintenance activities. School Farm Leaders are expected to develop teaching resources, materials and methodologies which compliment the schools curriculum for excellence, and specific projects within the school.

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## **MAJOR TASKS/ACTIVITIES**

### **Delivery of School Farm Sessions**

- Work with fellow School Farm Leader and teachers to incorporate curriculum themes and School Farm goals into the sessions;
- Prepare site and activities for sessions including sources ideas, and materials;
- Deliver four **3/4 hour** sessions on Tuesdays and Wednesdays teaching children how to grow fruit and vegetables, facilitating them to plant, grow and maintain the School Farm themselves, and encourage them to eat the produce;
- Encourage children to help plan and choose the kinds of activities;
- Supervise children at all times making sure that safety procedures are followed conforming to our Child Protection, Health & Safety and any other relevant policies completing any appropriate reports such as accident / incident forms.
- Encourage good behaviour and deal with any challenging behaviour in accordance with the our policies and procedures.
- Ensure non-discriminatory practices at all times – in line with the Equal Opportunities policy.
- Clearing up of activities / areas.
- Attendance at staff meeting and training sessions as required (paid).

### **Management/Maintenance of the School Farm**

- Work with fellow School Farm Leader to manage the School Farm site to maximise its effectiveness as a teaching and food growing resource;
- Propagate and bring on plants outside of sessions so as to ensure an effective project;
- Maintain the School Farm site including maintenance tasks, watering as required.

### **Risk Assessment, Health & Safety**

- Keep up to date Risk Benefit Assessment/s.
- Implement sensible and proportionate Health & Safety precautions to ensure safety of participants.
- Raise awareness and teach methodologies in risk assessment and health & safety during all classes and workshops.

### **School Farm Model**

School Farm Leaders will be expected to develop teaching resources, materials and methodologies which will contribute to the development of a School Farm model.

- Develop lesson plans and methodologies which meet the project goals and expectations of the School.
- Record project diaries, lesson plans and methodologies to enable organisational learning from the experience of the delivery of the School Farm project.

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## **OTHER**

- To operate within an Equal Opportunities Policy.
- To carry out other reasonable duties deemed necessary by the Director.

### **Contract Duration & Holidays**

The contract follows the Edinburgh school year. The School Farm Leaders are expected to take their holiday entitlement during school holidays. Holidays outside of these dates, would be by arrangement ensuring ongoing cover for classes.

### **Supervision Received**

Supervision and support will be provided by the Chief Executive.

### **Educational Vocational Qualification and/or Experience Required**

Appropriate qualification/s and or experience of working with primary age children, and in teaching how to grow fruit and vegetables.

## **PERSON SPECIFICATION**

Knowledgeable about growing fruit and veg all the year round using sustainable methods, and enthusiastic about sharing this knowledge with primary aged children, some of whom may be nervous about touching the soil.

Willing to explore playful ways of developing children's enthusiasm and curiosity for the natural world, and able to be a role model for the positive relationships and attitudes we want to instil in the children.

Able to create motivating sessions based on the permaculture ethics of earth care, people care and fair share.

Understanding of creative ways to connect the school farm activities to the school curriculum, and willingness to support the teachers in developing this.

Able to work effectively as part of a small team, encouraging each other, sharing ideas and workload, and participating in constructive evaluation of the activities and children's learning.

Revised July 2022.