



## **Job Description: Edible Education Coordinator 2026**

### **About Green City Market**

Green City Market's mission is to build a resilient local food system rooted in farmer support, edible education, and food access for all. We support small and sustainable farmers, connect Chicagoans with where their food comes from, and work to ensure every community can access fresh, locally grown food.

Our markets are vibrant community spaces where farmers, chefs, and neighbors gather around food, seasonality, and learning.

### **Position Overview**

The **Edible Education Coordinator** delivers hands-on food and farm education programs for participants of all ages, from young children to older adults.

This role focuses on **teaching, program coordination, and on-site facilitation** across Green City Market locations and community partner organizations. The coordinator supports youth programming such as **Club Sprouts**, hosts **Farm-to-Market field trips**, and delivers **nutrition and SNAP-focused food access education** in collaboration with the Food Access team.

The position is highly **public-facing and market-based**, requiring comfort teaching in outdoor environments and engaging with families, students, and community members.

The Edible Education Coordinator **reports to the Culinary Connections Manager** and works closely with the Food Access team and market operations staff.

### **Key Responsibilities**

#### **Education Programming**

- Facilitate hands-on edible education programs for participants of all ages, from young children to older adults.
- Lead tastings, demonstrations, and seasonal learning experiences that connect participants with farmers and regional foods.



## Youth Programming

- Facilitate **Club Sprouts** activities at all markets, helping youth connect with farmers, seasonal produce, and local agriculture.
- Support **Farm-to-Market field trips** for schools and youth organizations, guiding students through interactive learning experiences at the market.

## Food Access & Nutrition Education

- Partner with the Food Access team to deliver **SNAP and nutrition-focused food access programming** at market sites and community partner organizations.
- Facilitate tastings and demonstrations that support healthy, seasonal eating using market ingredients.

## Program Coordination

- Prepare and organize supplies, materials, and equipment for education programming.
- Coordinate setup and breakdown of education spaces at market locations and partner sites.
- Assist with market setup and breakdown and support market staff on general market operations.
- Maintain and organize program materials including recipes, lesson guides, seasonal produce information, and tasting resources.
- Work with farmers and the Culinary Connections Manager to source seasonal produce for education programs.

## Data & Reporting

- Track participation and attendance for education programs.
- Collect and maintain program data to support grant reporting and program evaluation.

## Community Engagement

- Serve as a welcoming, public-facing presence for Green City Market's education programs.
- Engage with families, students, educators, and community partners through market-based learning experiences.



### **This Role Is Well-Suited for Someone Who...**

- Enjoys engaging with people and bringing energy to public-facing programs in lively market environments.
- Is passionate about seasonal food, farmers markets, and helping people connect more deeply with where their food comes from.
- Feels comfortable teaching and facilitating hands-on learning experiences for participants of all ages, from young children to older adults.
- Thrives in dynamic, early mornings (as early as 4:30am), outdoor environments and enjoys being part of a vibrant market community.
- Is organized, reliable, and able to balance teaching with the logistical coordination needed to run smooth programs.

### **Qualifications**

- Experience facilitating **food, nutrition, agriculture, or community-based education programs** for youth and/or adults.
- Interest in **seasonal foods, farmers markets, and regional food systems**.
- Experience teaching or facilitating programs for **participants of varying ages, from young children to older adults**.
- Strong organizational skills and attention to detail.
- Illinois Food Handler Certification, or willingness to obtain within first 30 days of hire
- Comfort tracking participation and maintaining **basic program data records**.
- Ability to collaborate effectively with staff, volunteers, farmers, and community partners.
- Familiarity with common workplace tools such as **Google Workspace, CRM systems, Mailchimp, and Slack**, or similar platforms.
- Ability to meet the **physical demands of market work**, including early mornings, standing for long periods, lifting up to 50 pounds, setting up tents, tables, demos, etc, and working outdoors in varying weather conditions.

### **Preferred**

- Experience with **farmers markets, food access programs, or SNAP nutrition education**.
- Experience facilitating **hands-on cooking demonstrations, tastings, or food education programs**.



- Bilingual proficiency (Spanish, Polish, Mandarin, Cantonese, or other languages spoken in Chicago communities) is a plus.

### **Schedule & Work Environment**

- This is a **full-time, non-exempt position** requiring a strong on-site presence at Green City Market locations.
- The typical schedule runs **Tuesday–Saturday**, with **early morning market days on Wednesdays and Saturdays** to support program setup and education activities prior to market opening.
- Work takes place primarily **outdoors at market sites in varying weather conditions**, as well as occasionally at community partner locations and the Green City Market office.
- Some **evenings or additional weekend hours** may be required to support classes, events, and seasonal programming. Limited remote work may be possible when appropriate, though regular in-person participation at markets and education programs is essential.
- **Reports to:** Culinary Connections Manager  
**Primary Location:** Green City Market Offices, 2457 W Montrose Ave, Chicago, IL 60618  
**Market Locations:** Lincoln Park and West Loop

### **Compensation & Benefits**

- **Position Type:** Full-time, Non exempt 35-39 hours per week
- **Salary:** \$23-\$25 per hour
- **Paid Time Off:** Up to 20 vacation days accrued in your first year, 10 floating holidays, up to 10 sick days, plus annual seasonal office closures. More details can be found in the employee handbook.
- **Benefits:** Medical, dental, and vision insurance; 401(k) with employer match; monthly mobile stipend; professional development support

### **Equal Opportunity Statement**

Green City Market is an equal opportunity employer and is committed to building a team that reflects the diversity of our community. We encourage candidates of all backgrounds, identities, and experiences to apply. We celebrate diversity and are



dedicated to creating an inclusive environment where all employees feel valued, respected, and supported.

### **Employment Disclaimer**

### **Youth Safety & Compliance**

Because this role works directly with youth and school groups, employment is contingent upon completion of a background check.

This job description is intended to describe the general nature of the role and does not constitute an employment contract.