



Youth Education Manager

[Foodwise](#) is a nonprofit organization dedicated to growing thriving communities through the power and joy of local food. Our vision is to inspire a world that nourishes all people, local economies, and the living earth. We look for passionate, mission-driven individuals who believe strongly that fresh, healthy food and education are key ingredients to happier, thriving communities. We're able to achieve our work because of the energy our staff brings and shares with others.

Foodwise is seeking an experienced, organized Youth Education Manager to oversee and implement our youth programming for both [Foodwise Kids](#) and [Foodwise Teens](#). This involves managing elementary schools field trips on Tuesday and Thursday mornings with Foodwise Kids and an after-school program teaching Foodwise Teens at two different high school sites, year-round.

Foodwise is committed to diversity, equity, inclusion, and justice in our programs and across all aspects of our organization. Foodwise youth education programs prioritize schools with a high percentage of students who qualify for free/reduced priced meals (FRPM), and Title 1 schools with high percentage of BIPOC students. We integrate a student-centered, anti-racist, and culturally relevant curriculum and approach to teaching.

Primary Responsibilities

1. Manage and implement all aspects of the Foodwise Teens program (45%). The Foodwise Teens (FWT) program runs every semester after school for 10 weeks at two different high schools, one school each day, and Saturday mornings. It also runs for 6 weeks during the summer.

Example responsibilities:

- Recruit, interview, and teach 35-40 students each semester for a 10-week after-school program (roughly 15-17 in each school cohort).
- Recruit, interview, and facilitate 20 students for a 6-week Summer Fellowship Program.
- Implement Saturday farmers market job training activities with teens.
- Display ethical and professional behavior with students, families, and school personnel as a primary liaison with school and community partners.
- Revise and implement curriculum for Foodwise Teens programming focused on gardening, cooking, and job readiness from a food justice lens.
- Plan and manage the program timeline.
- Manage program budgets and track expenses.
- Oversee program tracking and evaluation systems such as student surveys to measure program's impact, collect data, and share stories with funders and stakeholders.
- Manage and support the Education Coordinator and interns.
- Work with school garden site coordinators to support maintenance of garden space.
- Support corporate group volunteer days at school site garden (about 3 annually).

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2. Manage and implement all aspects of the Foodwise Kids program (45%). The Foodwise Kids (FWK) program runs throughout the school year (about 15 weeks in the fall and 18 weeks in the spring) and summer (9 weeks), every Tuesday and Thursday morning at the Ferry Plaza Farmers Market.

Example responsibilities:

- Coordinate with teachers and administrators to schedule field trips at the Ferry Plaza Farmers Market during the school year and community organizations in the summer.
- Update curriculum to deepen education about farmers market and farmers, sustainable food systems, nutrition, and cooking.
- Display ethical and professional behavior with students, families, and school personnel as a primary liaison with school and community partners.
- Manage program budgets and track expenses.
- Oversee program tracking and evaluation systems such as student surveys to measure program's impact, collect data, and share stories with funders and stakeholders.
- Manage and support the Education Coordinator and interns.
- Recruit, train, and supervise volunteers.
- Supervise Foodwise Teens to support Foodwise Kids summer field trips.

Other Responsibilities (10%): The manager will work with Foodwise team to support fundraising and general organizational activities, as needed. Examples include:

- Support the Education team with larger events and projects (such as cooking demos, talks, farm tours, and farmers market events).
- Support Foodwise fundraising events with educational activities.
- Participate in team racial equity work and initiatives to advance Diversity, Equity, Inclusion, and Justice (DEIJ) framework and work plan, and actively work to advance DEIJ in education programs.
- Consult and coordinate with the Communications team on educational materials, and program storytelling and messaging.
- Support Market Match and food access education in the farmers market.
- Design and pilot additional programming as needed.
- Work with staff to maintain the kitchen, supplies, and pantry.

About You

You are a seasoned, strategic, and creative educator and program manager with a gift for inspiring youth to become aware of their role in their local food system. You care deeply about food, the environment, social justice, and community building. You are a collaborative leader who can juggle multiple program details and deadlines at once and infuse a thoughtful, intentional management approach in our dynamic work environment.

Skills and Qualities for Success in this Role

- At least 2 years of demonstrated expertise teaching youth and developing curriculum for kids and teens, specifically in kitchen and garden settings, with an understanding of youth education strategies, including youth development, socio-emotional learning, and familiarity with trauma-informed pedagogy

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- Successful track record working with and managing teams and supervising others, including staff, interns, and volunteers
- Ability to establish and maintain great working relationships with a variety of constituents such as other staff, students, teachers, school district administrators, funders, farmers market sellers, volunteers, donors, and event attendees
- Strong writing skills and attention to detail for a variety of correspondence such as professional emails, grant applications and reporting, policies/procedures, informational documents, and contracts
- Demonstrated experience managing project and program budgets
- Reliable, punctual, adaptable, and able to work independently with input from supervisors
- Foundational understanding of sustainable food systems, especially food access and food equity issues, with a clear sense of the Bay Area food landscape in particular
- Multi-cultural and/or multi-lingual competency (especially Spanish or Chinese) and familiarity working with children from diverse backgrounds, particularly in San Francisco
- Excellent public speaking skills
- Enthusiastic personality and a positive, can-do attitude

Job Parameters

- **Type:** This is a full-time, exempt, salaried position based on 40 hours/week.
- **Team:** Education, a team of 4 people
- **Reports to:** Director of Education
- **Direct Reports:** The role manages the work of one full-time Education Coordinator
- **Salary:** \$72,000 - \$75,000 depending on experience.
- **PTO Policy:** Foodwise distinguishes vacation, holidays, and sick leave. Vacation accruals begin at 3 weeks annually (15 days); holidays are 13 days annually; sick leave is earned at 1 hour for every 30 hours worked.
- **Benefits:** Medical, vision, and dental care benefits are through Kaiser Permanente. Additional benefits include 401(k) plan with company match up to \$1430 annually, pre-tax commuter benefit, \$60 monthly wellness reimbursement stipend, and professional development allowance.
- **Location:** At the Ferry Building in San Francisco at least three days per week, with the ability to work remotely up to 2 days per week.

Foodwise is an Equal Opportunity Employer, committed to hiring a diverse workforce. All openings will be filled based on qualifications without discrimination to candidates based on race, color, sex, sexual orientation, gender identity, national origin, marital status, veteran status, disability, age, religion, or any other classification protected by law. Pursuant to the San Francisco Fair Chance Ordinance, we will consider for employment qualified applicants with arrest and conviction records.

To apply, [please fill out this form](#) by EOD May 11, 2025. Position is open until filled. Online submissions only; no phone calls, please. Thank you for your interest.