Mission Waco Urban REAP
Education and Community Programming Intern 2021

Job Description: Assist Urban REAP Director with Community Programming and Outreach, including our Community Weekend Activities and our Education Programs

Potential Projects

● Signage
  ○ Plan out educational signage for all the Demo Gardens, including fun facts and plant info
  ○ Design educational signs with layout, to be approved by Emily
  ○ Plan out directional signs, guiding visitors through Urban REAP spaces

● Weekend Activities
  ○ Plan out different self-guided crafts and activities for kids and families to do once a month
  ○ Set up the activities for families and adults to participate in
  ○ Schedule activities for kids and adults once a month through the fall. This includes Crafts as well as workshops and DIY activities for adults

● Videos
  ○ Plan out educational videos on different topics that can be posted once a month
  ○ Film and edit videos
  ○ Post to vimeo and upload to social media

● Education Library
  ○ Organize the Library of Educational Signs, Curriculum and Activities
  ○ Develop more curriculum and activities to build up our Education Library
  ○ Research resources and lesson plans

Regular Tasks

● Garden Maintenance
  ○ Harvest produce from gardens as needed
  ○ Weed gardens as needed
  ○ Implement integrated pest management practices to ensure healthy plants

● Garden Center Care
  ○ Ensure all plants are healthy and vibrant
  ○ Pot up plants as needed
  ○ Ensure plants are watered daily
  ○ Propagate succulents and other plants for sale
  ○ Create new potted arrangements

Required Hard Skills
Preferred - background in Environmental Studies, Ecology, Biology, Education, or similar
Preferred - bilingual Spanish
Apply for position: Please email Emily Hills at urbanreapdirector@missionwaco.org. This is an unpaid internship.