



The Green Heart Project's Youth Internship Program: Crew Leader Job Description

Job Title:	Crew Leader	Position Type/ Classification:	Seasonal / Non-Exempt
Location (Zip Code):	Charleston, SC 29403	Travel Required:	0%
Reports to:	Program Director	Pay Range:	\$15/hr
Weekly Hours:	30 hours per week	Schedule:	June 1 - July 23, 2026, Monday - Thursday
<p>Position Summary: With the support and direction of the Program Director and other Green Heart Project (GHP) staff, the Crew Leader leads a team of teenage Crew Members in managing GHP's network of urban farms and school gardens. Key responsibilities include guiding Crew Members through their farm duties (growing and harvesting fruit and vegetable crops, and landscape maintenance), supporting Crew Members with running an on-site produce market, and supporting GHP staff with facilitating educational workshops, field trips, and community engagement opportunities for Crew Members focused on deepening their knowledge and skills in urban farming and cooking, as well as developing their leadership, teamwork, and workplace skills.</p>			
<p>Areas of Focus: Garden Maintenance and Produce Sales (60%), Educational Engagement (25%), Community Engagement (15%)</p>			
<p>CORE RESPONSIBILITIES AND DUTIES:</p> <ul style="list-style-type: none"> ▪ Lead a diverse group of 5 high school age Crew Members in their work together over the course of the 6 week program. ▪ Guide, support, and supervise Crew Members in activities including, but not limited to, maintenance of GHP's Urban Farm and school gardens, running a weekly produce market, preparing meals with garden produce, and participating in educational workshops, field trips, and community engagement opportunities. ▪ Facilitate and/or co-facilitate educational workshops, field trips, and community engagement. ▪ With guidance from Program Director and other GHP staff, provide ongoing feedback to Crew Members based on observations of their behavior, work performance, and interpersonal dynamics. ▪ Participate in ongoing feedback sessions with the Program Director and other GHP staff. ▪ Other duties/tasks as assigned. 			
<p>SUPERVISORY RESPONSIBILITIES:</p> <ul style="list-style-type: none"> ▪ Supervise tasks and projects with a team of 5 Crew Members, with guidance from the Program Director and other GHP staff. 			
<p>REQUIRED QUALIFICATIONS:</p> <ul style="list-style-type: none"> ▪ 19 - 25 years of age by program start date. ▪ High school diploma, GED, or completion of similar program ▪ Reliable transportation and ability to work Monday - Thursday for the entirety of the program, June 1 - July 23, 2026 			



PREFERRED QUALIFICATIONS:

- Strong interest in learning about urban agriculture and willingness to work hard in the garden. Prior gardening experience is preferred but not required.
- Prior participation in the Green Heart Project, either as an intern, student, or volunteer.
- Previous leadership experience, preferably with high school age students.
- Ability to establish a sense of trust and belonging among a group of teenagers.
- Ability to foster engagement and motivate a group of teenagers.
- Strong verbal and written communication skills.
- Ability to give and receive constructive feedback.
- Ability to demonstrate respect for self, others, and surroundings.
- Ability to effectively collaborate and build positive relationships with fellow employees and community members.

WORKING CONDITIONS:

- Regularly works in outdoor weather conditions, including but not limited to, exposure to extreme temperatures such as heat or cold.

PHYSICAL REQUIREMENTS:

- Ability to occasionally lift and carry up to 50lbs.

Last Updated By:

Erin Snow

Date/Time:

Feb 2025

The Green Heart Project believes that diversity and inclusion among our teammates is critical to the success of our mission. We encourage applications from candidates of all races, religions, genders, ages, sexual orientations, and socioeconomic backgrounds.

Additional Information: The Green Heart Project is an Equal Opportunity Employer and does not discriminate against any employee or applicant for employment because of race, color, sex, age, national origin, religion, sexual orientation, gender identity, veteran status, disability, or any other federal, state, or local protected class.