

**E.A.T. Program Coordinator Assistant – Temporary Position
Capuchin Soup Kitchen – The Province of St. Joseph of the Capuchin Order**

Inspired by the gospel of Jesus and the example of Francis of Assisi, the Capuchin friars of the Province of St. Joseph, together with our partners in ministry, prayerfully build sister-brotherhood in the world. We attend simply and directly to the spiritual and other basic human needs, especially those of the poor and disenfranchised, promoting justice for all.

The Province of St. Joseph of the Capuchin Order is currently seeking an Earthworks Agricultural Training Program Coordinator Assistant at the Capuchin Soup Kitchen. Earthworks is a program of the Capuchin Soup Kitchen. Earthworks runs a 9-month training program geared to help individuals in the community gain skills needed to create their own urban agriculture business or obtain jobs in the field of agriculture.

Responsibilities:

- Demonstrate, exemplify and support the Capuchin Charism and Provincial Mission, Vision and Values throughout all professional responsibilities and activities
- Provide support to E.A.T. Program Coordinator
- Mentor and Guide E.A.T. members under the direction of the E.A.T Program Coordinator
- Be hospitable, kind, and attentive to volunteers and guests who come to visit or help with Earthworks projects
- Assist with composting, irrigation, and daily maintenance of field and greenhouse
- Represent CSK in a professional manner at all times
- Other tasks as assigned

Qualifications: The desired education and experience level for this position is a basic understanding of organic farming methods and principles, basic knowledge of hand and power tools, demonstrated effective communication skills, preferred experience in greenhouses and vegetable farming.

Must be able to lift 50 lbs. Must be able to bend, kneel, stoop, sit and crouch when needed. Must be able to work in a wide variety of weather conditions.

This position is temporary and the assignment ends November 14th, 2019. Max 28 hours / week.

Interested candidates can apply in any of the follow 3 ways:

1. Pick up an application at the 1264 Meldrum Soup Kitchen site.
Submit letter of interest and resume to:
2. employment@thecapuchins.org Include "E.A.T. Program Coordinator Assistant" in the subject line.
(Or)
3. Attention: Human Resources
E.A.T. Program Coordinator Assistant
The Province of St. Joseph of the Capuchin Order
1820 Mt. Elliott Street
Detroit, Michigan 48207