

Northey Street City Farm

..... a place for learning about living sustainably in the city



POSITION DESCRIPTION

Position: Youth Education Coordinator
Hours: 20 hours per week with additional hours in school holidays and as required
Salary: NSCF Staff Agreement Level 3 (\$29.09 per hour, *plus entitlements which include superannuation, annual leave, and personal leave*) as defined in the NSCF Staff Agreement
Contract Position: Permanent part-time
Responsible to: Education & Farming Manager

Person

The Youth Education Coordinator should be a passionate educator with excellent communication and people management skills. They will have a good understanding of Permaculture principles and practices and the ability to develop engaging programs based on sustainability, permaculture and ecological education.

Organisation

Established in 1994, Northey Street City Farm (NSCF) is a non-profit community organisation for people of all ages and backgrounds to learn about Permaculture through practical hands-on experience. Join an enthusiastic, passionate group of people to work on one of Australia's largest city farms - a Permaculture site on 2.5ha, established kitchen and market gardens as well as orchards and woodlot, plus Brisbane's only organic Sunday market. NSCF is also a community hub that facilitates the development of social connections and new skills for volunteers and participants in a variety of programs.

Roles & Responsibilities:

1. Provide overall coordination of the Youth Education Program at NSCF, ensuring the program meets NSCF's values and goals and that it meets child safety requirements. The program includes the Earth Kids Holiday and Homeschool programs; School visits; Group Tours; Bush Kindy; and other educational activities on and off the NSCF site.
2. Assist with preparation and monitoring of the Youth Education Program budget, process payments, and recommend new education programs and projects (including grant opportunities) to the Education & Farming Manager.
3. Develop and implement new education activities for children and young people at NSCF.
4. Ensure course and participant records are maintained.
5. Work with the Education & Farming Manager to manage staffing for the Youth Education Programs, including recruitment, induction, conflict resolution, timetabling and training.
6. Ensure that all staff and volunteers working with young people hold a current Queensland 'Blue Card' for working with children, process linking and delinking forms as needed and maintain details in the NSCF Blue Card register.
7. Support youth education staff to deliver enjoyable, interesting, and informative education experiences, which includes holding sessions to conduct planning and debriefing of programs.
8. Support Youth Education Program participants as appropriate.
9. Lead education activities as required.
10. Work with the Promotions Coordinator to strategise around promotions, develop and distribute promotional material about the Education Program at various events, both on and off site.
11. Work with the Promotions Coordinator to maintain the youth education pages on the NSCF website and promote the programs on social media and through other means.
12. Report to the Education & Farming Manager as required, complete monthly reports to the NSCF Management Committee and attend whole of farm meetings.
13. Liaise with the Site Coordinator and other teams about requirements for courses and workshops as needed.
14. Liaise externally with educational institutions and interested organisations to promote and develop the NSCF Education Program.

Benefits

- Annual training budget of \$500
- Bonus leave between Christmas Day and New Year's Day (in addition to 4 weeks' annual leave)
- Opportunities to participate in NSCF courses and programs at reduced prices
- Free morning tea and lunch Tuesday-Thursday

Selection Criteria

Essential

1. Teaching or facilitation experience in programs for children and /or youth, particularly in outdoor learning, ecological education or nature-based education.
2. Demonstrated leadership ability, including experience in supervising staff or volunteers.
3. Excellent interpersonal and communication skills.
4. Project organising experience, including good time management skills and formulating and monitoring budgets.
5. Permaculture Design Certificate or willingness to acquire one.
6. A current Queensland "Blue Card" (Working with Children Check) or a willingness to obtain one.
7. Current First Aid qualifications, including anaphylaxis management and emergency asthma management training, or willingness to acquire these.

Desirable

1. Experience in curriculum development.
2. Experience working in community organisations.
3. Permaculture design and implementation, and/or organic gardening experience.
4. Understanding of First Nations culture and issues or willingness to learn.
5. Experience in working with neurodiverse children and young people.

Physical Demands: This position requires people to be on their feet and walking around the farm for extended periods and doing tasks involving carrying and lifting equipment.

Applications:

Applications must address each of the selection criteria individually (max. 100 words each). **Applications that do not do this will not be considered.** Please also include a CV with at least two referees.

- Applications are due close of business **Monday 18 May 2026**
- **Proposed interviews are on Friday 22nd May**
- Proposed start is **late May 2026**
- For further info, please contact Emma Brindal: edufarm.mgr@nscf.org.au.
- Please submit application electronically to: info@nscf.org.au.
- Aboriginal and Torres Strait Islander people are encouraged to apply

Our Ethics: caring for Earth, caring for people, and fair share

Our Vision: a world of abundance, connection and harmony

Our Belief: by practicing permaculture, we can contribute to an environmentally, socially and economically just world

Our Purpose: to be an inspirational working model of a community-based urban permaculture farm, which promotes and educates for an ecologically and socially sustainable society

info@nscf.org.au | (07) 3857 8775 | www.nscf.org.au