
REQUEST FOR PROPOSALS

The Powell River General Hospital and Facility Engagement Initiative are requesting proposals for a **Garden Coordinator**, to assume responsibility for the development and coordination of the Hospital Community Garden Project.

Contract Rate and Hours:

- Part-time contract, ending no later than March 31, 2020
- Estimated at 8 hours/week for 30 weeks
- Estimated at \$25.00/hour, to a maximum of \$6,000

Contract Purpose/ Mandate:

The Powell River Hospital Garden Coordinator Contract Incumbent is responsible for the development and coordination of the Hospital Community Garden Project. The Contract Incumbent will take on a leadership role in building the garden by promoting inclusion through outreach work to create community learning connections through activities around the Garden Project.

Specific Duties and Responsibilities:

- Work with the Garden Steering Committee to manage the development of the garden
- Work with committee on garden preparation, plant selection and planting
- Establish and maintain community partnerships with local organizations to recruit volunteers to help with garden programming
- Consult with stakeholders (patients, hospital staff, School District 47 Powell River, etc.) to plan and facilitate garden activities and community accessible workshops that teach food growing skills
- Establish and maintain garden records/database to help evaluate and report program results
- Create and implement an annual work plan
- Assist with fundraising

Education and/or Experience:

Experience and/or education in Health and Nutrition, Agriculture, Sustainable Agriculture, International/Community Development or Social Work are an asset. The ideal Contract Candidate should be interested in the intersection of locally produced organic food, community development, and human health.

Requirements:

- Contractor will be required to undergo a Criminal Record Check, which must be accepted by the employer
- Contractor must show proof of WorksafeBC insurance
- Contractor must supply own tools and supplies
- Ability to work outdoors in a variety of weather conditions
- Demonstrated ability to take initiative, work independently, be organized and a self-starter
- Demonstrated ability to communicate and connect well with a variety of people

Asset Qualifications:

- Knowledge of organic gardening techniques, gardening experience, market gardening
- Experience providing/leading group activities (summer camp, service club, etc.)
- Cross cultural experience
- First Aid and CPR
- Knowledge and understanding of the Powell River community

Written proposals outlining understanding of project scope, qualifications, knowledge, experience and cost may be submitted to:

Powell River Hospital Garden Project
c/o Powell River Division of Family Practice
PO Box 36
Powell River BC V8A 4Z5

Or via email at: powellriver@divisionsbc.ca

Proposals are due by 3:00pm on July 19, 2019.

Award, if any, under the Fair and Open Process, shall be made to the contractor whose qualifications and proposal are most advantageous. Factors include, but are not limited to, experience and/or reputation in the field, knowledge of scope to be addressed under the proposal and contract, compensation proposal and other factors determined to be in the best interest of the community.