

Learning & Community Coordinator

Organization: GrowTH Therapeutic Horticulture Learning Network

Location: Remote (Canada or United States)

Position Type: Part-time Independent Contractor

Hours: Approximately 10–20 hours per month

Compensation: \$25–\$30 CAD per hour, commensurate with experience

Schedule: Flexible, with occasional scheduled online meetings and live classes

About GrowTH

GrowTH (formerly Root in Nature) is a Canadian social enterprise providing evidence-informed online education, resources, and professional development in therapeutic horticulture. Learn more at growwithth.com.

We support allied health professionals, educators and community leaders in integrating plants, gardening, and nature-based experiences into their work. Through our online courses and GrowTH Network membership, we help professionals build the knowledge, skills, and confidence to deliver safe, inclusive, and meaningful therapeutic horticulture programs.

About the Role

We're looking for an organized, enthusiastic individual with training in therapeutic horticulture or horticultural therapy to join our small, collaborative team.

The Therapeutic Horticulture Program Coordinator will support online learners, course instructors, and GrowTH Network members while contributing to educational resources and program development. This is a coordination and learner support role, not a teaching position, and offers an excellent opportunity for an emerging TH professional to develop their skills alongside experienced practitioners.

Key Responsibilities

Learner and Instructor Support

- Monitor learner and member emails regularly, responding to routine inquiries in a timely manner and referring more complex course content, assignment-related, or technical questions to the appropriate team member.

- Assist in opening live online classes to support the instructor with Zoom, attendance, chat questions, breakout rooms and other logistical needs.
- Maintain student tracking spreadsheets in Google Sheets, including adding new learners, monitoring forum participation and assignment completion, and coordinating learner follow-up as needed.

GrowTH Network Coordination

- Help maintain and expand the GrowTH Activity Database by reviewing, editing, creating, and uploading therapeutic horticulture activities and resources.
- Respond to routine member inquiries and assist members with navigating available resources and opportunities.
- Monitor community discussion forums periodically to identify questions requiring instructor input and flag any posts that require attention.
- Assist with planning and coordinating virtual guest speaker events and population group calls, including opening Zoom calls, communications, scheduling, and technical support.
- Identify relevant research, resources, and professional development opportunities that may benefit GrowTH members.

Educational Content and Resource Development

- Contribute activity ideas, resources, and examples for use in GrowTH courses and membership materials.
- Support occasional course development projects through content organization, formatting, resource identification, and other coordination tasks.
- Help ensure educational materials reflect current knowledge, inclusive practices, and appropriate safety considerations.

Communications and Other Projects

- Contribute ideas and content for occasional social media posts, newsletters, and blog articles related to therapeutic horticulture.
- Respond to general inquiries or support outreach initiatives as assigned.
- Assist with special projects, including resource development, community engagement, and program improvements, as mutually agreed upon.

Responsibilities will vary based on organizational priorities and the contractor's availability and experience.

Qualifications and Experience

We're looking for someone who has:

- Education, experience or formal training in therapeutic horticulture or horticultural therapy, including completion of GrowTH courses or equivalent training. Practical experience is considered an asset.
- An understanding of how plants, gardening, and nature-based activities can support health, wellbeing, and meaningful engagement.
- Strong written communication and facilitation skills, with a friendly, professional and responsive approach.
- Excellent organizational skills, attention to detail, and the ability to manage multiple small tasks independently.
- Confidence using online platforms such as Zoom, Google Workspace (including Docs and Sheets), and online learning systems, or the ability to learn new technology quickly.
- An interest in supporting professional education and building connections within the therapeutic horticulture community.

Additional assets include:

- Experience facilitating therapeutic horticulture activities in healthcare, education, or community settings.
- Familiarity with WordPress, LearnDash, BuddyBoss, Canva, or similar platforms.
- Experience supporting online learners, developing educational materials, or coordinating virtual events.

You do not need to be a registered horticultural therapist or have extensive teaching experience to apply. We welcome applications from emerging professionals who demonstrate initiative, passion for the field and a willingness to learn.

Working Arrangements

- This is a fully remote independent contractor position, open to individuals based in Canada or the United States.
- The position is expected to average 10–20 hours per month, with hours varying based on organizational needs and the contractor's availability.
- Most work can be completed on a flexible schedule, with occasional availability required for live online classes and meetings.
- The contractor will work primarily with GrowTH's Learning & Community Lead and Founder and CEO.

Why Join GrowTH?

- **Join a small, passionate team** committed to advancing therapeutic horticulture education and practice.
- **Connect with an international community** spanning 33 countries, including more than 300 GrowTH Network members and 600 students.
- **Continue your professional development** with complimentary access to all GrowTH self-paced courses and GrowTH Network membership, and opportunities to collaborate with experienced professionals in the field.
- **Help shape our continued growth** by contributing ideas and resources to an expanding international learning network.

How to Apply

Please email your résumé and a brief introduction (written or video) to **team@growwithth.com**.

Tell us about your therapeutic horticulture training and experience, your interest in this opportunity, and your general availability. We'd also love to hear what interests you about supporting the education and professional development of others in this field.

Application deadline: November 15, 2026 at 11:59pm EST