**Summer, 2019**

***UVM Food Systems Internships!***

**(ACT NOW TO GET A GREAT INTERNSHIP!)**

***For assistance in choosing the right internship,***

***Contact Matt Myers, UVM Food Systems Intern Program Coordinator.***

**To apply to these internships, send a cover letter and resume to:**

[***Matthew.Myers@uvm.edu***](mailto:Matthew.Myers@uvm.edu)



**Common Roots 2019 Summer Internships**

* + - **Farm Production Internship**:  Work side by side with our talented farmer in all aspects of farming; such as greenhouse work, seeding, transplanting, mulching, irrigating, weeding, harvesting, washing, sorting and packing. Access to farm produce on a weekly basis.

Mon, Wed, Fri 8 am - 1 pm, farming experience/plant & soil science knowledge required. ***One Internship***

* + - **Garden Education Internship**: Hands-on internship with our *Growing Gardens, Growing Kids Program* growing organic food in raised beds while hosting on-site educational field trips to children in K - 6th grade. This internship is perfect for anyone with a strong interest in working with children and the land; learning about soil, growing food, field trips with children, and land beautification projects.

Flexible schedule, basic gardening skills & experience working with children preferred. ***Three Internships***

* + - **Value-Added Product Production Internship**:  Using farm produce, create products to be sold at our Farmstand; such as sauces and salsas, and including pickling, canning and fermentation. Also create and serve taste tests at our farmstand and help with various tasks on the farm.

Thursdays 1- 6 pm, basic knife skills and some knowledge of food preparation required. ***Two Internships***

* + - **Marketing & Farmstand Internship**:  Assist with marketing needs required for our Farmstand Membership campaign and to bring community members to our various community events. Greet and interface with farmstand customers and perform other farmstand tasks as needed.

Flexible schedule for marketing assignments with availability from @ 3 to 6 pm several days a week to work at the Farmstand. Some knowledge of marketing and communications required. ***Two Internships***

* + - **Farm to Fork Culinary Internship**:  Work with local chefs and Common Roots staff in our commercial kitchen to produce home-made entrees and salads using local meats and vegetables from our farm. Serve to-go meals to customers at pick up.

Tuesdays @ 1- 7 pm, basic knife skills & some knowledge of food preparation required. ***Four Internships***

* + - **Early Childhood Camp Education Internship**:  Inspire young children by creating pointed educational experiences through art, nature, mindfulness activities, fun songs, time on our farm and healthy foods. A three week camp program, 8 am to 1 pm on July 8-11, July 22-25 and July 29-Aug 1. (5 hours a day, 4 days a week for 3 weeks: $200 per week)**.** Experience with children required. ***Two Internships***

**Pine Forest Children’s Center Food Program Intern**

The Pine Forest Children’s Center is a mission driven non-profit organization operating for 30 years and successfully providing high quality childcare to about 75 children and their families per year. Our program serves children ages 6 weeks to 6 years in integrated setting and as there continues to be a massive shortage of high quality childcare in our community, especially for infants and toddlers, Pine Forest is proud of our unique approach to early childhood education using our connection to families and to the earth.

The Pine Forest Food Program follows regulations and meal patterns set by the Child and Adult Care Food Program (CACFP) and developed by the USDA. We provide breakfast, lunch and afternoon snack to all children 6 weeks and older. All meals are prepared onsite in the kitchen by our Chef and Food Program Manager. For younger children we encourage breastfeeding and provide infant formula and homemade baby food. To children one years old and up we provide breakfast, lunch and afternoon snack with a varied monthly menu.

The Food Program Intern may be involved in many different aspects of the program. A typical day might include food preparation, CACFP paperwork, a cooking project, nutrition activity, menu creation, kitchen organization, or cleaning. We are looking for individuals who are open to learning and working with all areas. We hope to find a good fit for your skills and interest that also benefits the program in the best way possible. Keep in mind that you will most likely be taking part in several of these projects during your time here.

Interns are needed between 9-1:00 on Wednesday and Friday as well as any day of the week during the summer.

**Culinary Curriculum and Food Access Specialist**

**Intervale Center:** Gleaning and Food Access Manager

**Status:** Unpaid intern, part-time, 8-10 hours/week, approx. 130 hours

**Position Length:** July through October

**Position Hours:** Hours flexible, must be present for Fair Share pickup (Mondays 4-6pm)

**Summary of Position:**

● Provide recipe development and culinary skill building resources for members of the Fair Share program: a CSA-style distribution of fresh, gleaned produce to 200 income eligible households (185% of the Federal Poverty Level or below) and 20 social service organizations.

● Write and circulate weekly newsletter for Fair Share members (to be published every Monday at 12/noon) with produce availability, featured farms and volunteer groups, recipes, preservation techniques, and storage tips and tricks. Include reminders and announcements related to the Intervale Center, the Fair Share program, and community food resources.

**Roles and Responsibilities:**

▪ Develop recipes and prepare weekly taste tests for Fair Share members

▪ Write and circulate weekly newsletter to Fair Share members every Monday

▪ Provide useful storage tips and cooking ideas to for all Fair Share members

▪ Assist in educational, communication efforts for Fair Share members: answer questions about various vegetables, cooking techniques, and proper storage

**Qualifications:**

▪ Passion and familiarity with Vermont vegetables

▪ Basic cooking skills and competency with simple cooking equipment

▪ Interest working with diverse and limited-income populations

▪ Self-motivated, independent, and strong time management skills

▪ Excellent written and verbal communication skills

**Position: Field Gleaning Leader**

**Reports to:** Intervale Gleaning & Food Access Manager

**Status:** Unpaid intern, part-time, 12-14 hours/week, approx. 225 hours

**Position Length:** July 11th through October 25th

**Position Hours:** Thursdays, 9am -4pm and Fridays, 9am-4pm

**Summary of Position:**

The Field Gleaning Leader will assist in weekly gleaning efforts by managing volunteer groups and overseeing the harvest of surplus product on various farms within the Intervale, and Chittenden County, in order to distribute this fresh produce to 200 low-income (185% of the Federal Poverty Line or below) households and 20 social service organizations through our Fair Share CSA program.

**Roles and Responsibilities:**

▪ Greet volunteers and assist volunteers in completing appropriate paperwork

▪ Track volunteer hours and City Market Member Worker hours

▪ Oversee volunteer safety in the field (use of harvest tools, hydration, etc.)

▪ Manage volunteers at the farms and ensure that all behavior is respectful

▪ Ensure product quality and food safety (ex: keep gleaned product in the shade, pack harvest totes correctly)

▪ Keep track of all gleaning supplies: harvest totes, first aid kit, gleaning binder, harvest knives

▪ Ensure that gleaned and rescued product gets properly stored in the Food Hub cooler

▪ Weigh, track, and inventory all gleaned product on a weekly basis

**Qualifications:**

▪ On-farm harvest experience

▪ Passion and knowledge of fresh, local vegetables

▪ Self-motivated, personable, and able to work both independently, and as a team

▪ Strong organization, communication, and time management skills

▪ Excellent attention to detail

▪ Experience working with volunteers and/or diverse populations.

▪ Positive, outgoing attitude

▪ Ability to lift 50 pounds

Position: Fair Share Pickup and Distribution Leader

**Reports to:** Intervale Gleaning & Food Access Manager

**Status:** Unpaid intern, part-time, 4 hrs/week, approx. 50 hours

**Position Length:** July through October.

**Position Hours:** Mondays, 3 - 6:30 pm

**Summary of Position:**

Assist in the weekly distribution and execution of the Fair Share program: a CSA-style distribution of fresh, gleaned produce to 200 income eligible households (185% of the Federal Poverty Level or below) and 20 social service organizations.

**Roles and Responsibilities:**

▪ Assist in the distribution of vegetables and the execution of a friendly, community food environment for Fair Share members

▪ Oversee the setup and clean-up of the Fair Share pick-up space

▪ Sign-in Fair Share members and track Fair Shares as they are picked up

▪ Be a consistent, friendly, and approachable person at weekly pick-ups

▪ Assist in educational, communication efforts for Fair Share members: answer questions about various vegetables, cooking techniques, and proper storage

▪ Assist in administering postseason Fair Share surveys and evaluation

**Qualifications:**

▪ Passion and familiarity with Vermont vegetables

▪ Self-motivated, personable, able to work independently and as a team

▪ Strong organization, communication, time management skills, and attention to detail

▪ Interest working with diverse and limited-income populations

▪ Ability to lift 50 pounds

**The Good Food Truck program**

There is a food revolution happening in Vermont. As a state, we top the charts in nearly every category measuring local food consumption and production. At the same time, a huge number of Vermonters are being bypassed by this revolution and are cutting corners in their food budgets to pay for rent, medicine and transportation. There are almost 20,000 people in this situation in Chittenden County alone. Every day we are chipping away at that number. You can help us do it by interning on the Good Food Truck and Trailer.

CEFS the largest direct service hunger relief organization in the state, serving 12,000 people in Chittenden County annually. The Good Food Truck is a new project of CEFS, a fully equipped mobile kitchen that serves high quality meals, made with local ingredients to low income Vermonters. It also serves as a job training opportunity for Community Kitchen Academy Students while raising funds through events and catering. The Good Food Trailer operates through the winter months, we make the same high quality meals but package them to be distributed with local veggies and other staples. The trailer pops up around Chittenden County to expand the reach and accessibility of our food shelf.

[www.goodfoodtruckvt.org](http://www.goodfoodtruckvt.org)

[www.feedingchittenden.org/community-kitchen-academy](file:///C:\Users\emoseley\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\SY2H9GN7\www.feedingchittenden.org\community-kitchen-academy)

Internship Details

Internship Title: Good Food Truck Volunteer

Intern tasks and responsibilities:

The Good Food Truck program has many elements and interns can focus on the areas in which they have the most interest and passion. Some examples are listed below. The Good Food Truck will be back on the road beginning in April 2017. During the winter months (Jan-April) Interns will assist with the Good Food Trailer, a companion program to the food truck. The Good Food trailer is a mobile food pantry which pops up at various sites around Chittenden County to deliver premade meals and groceries to families in a convenient and accessible manner.

-Sourcing Local gleaned vegetables

-Preparing community meals

-Serving meals at low income housing sites

-Providing outreach services at community meals and trailer stops

- Providing outreach at revenue generating events (ie. South End Arthop, Festival of Fools, Artsriot Truckstop)

-Conducting client and customer surveys.

**Agronomy Research Field Intern**

**The Champlain Valley Crop, Soil & Pasture Team Intern**

This is a group of UVM Extension professionals and their partners working to provide technical assistance to Vermont Farmers in the Lake Champlain Watershed. We strive to bring farmers research-based knowledge that has practical applications on their farms, and address many production related issues associated with water quality and farm profitability. Our areas of focus are:

Forage and Crop Production

Grazing and Pasture Management

Soil Health

No-Till Agriculture

Cover Crops

Nutrient Management

*Intern tasks and responsibilities:*

* Assist agronomy staff with forage/soil sample and data collection from on-farm research and demonstration plots (cover crops, pasture, no-till field crops, soil health, etc)
* Prepare, handle and log samples for laboratory analysis
* Keep detailed field notes, photo documentation, GPS points
* Enter collected field data into spreadsheets with accuracy
* Communicate with a team of agronomy faculty/staff
* Operate and maintain field equipment/tools
* Interact and communicate with participating farm operators and employees
* May also help with outreach efforts for field days, workshops, newsletters, etc.
* May be asked to write short articles for monthly newsletter

Desired Qualifications for Interns

*Technical and Other Skills:*

* Must be able to work outside for extended periods of time
* Must be able to walk long distances
* Must be able to lift and carry 50 pounds
* Must have reliable transportation (mileage reimbursement available)
* Experience with Excel spreadsheets, data management a plus
* Attention to detail
* Good communication skills

*Knowledge/Experience Needed; Possible Major(s)*

* Plant & Soil Science or Environmental Science majors (preferred)
* Environmental Studies, Food Systems or other associated majors
* Field data collection experience (of any kind) desired
* Experience working on farms a plus

*Interests and personal/work qualities*

* Must be an ambitious self-starter
* Must be able to work independently and as a member of a dynamic team
* Willing to be flexible with daily assignments
* Committed to quality work
* Must enjoy field-based work, and also be able to work appropriately in an office environment
* Positive attitude and a good sense of humor

*Start Date:* April 2015

*End Date:* November 2015

*Hours per Week:* 20 hours/week (+/-)

*Pay/hour?* Minimum wage possible

**Hunger Councils of Vermont Policy Intern**Hunger Free Vermont is looking for an intern to assist and support Hunger Free Vermont’s Hunger Councils. Hunger Free Vermont, the state’s leading anti-hunger education and advocacy organization, is seeking an intern to support and assist the Hunger Councils of Vermont. The 10 Hunger Councils cover the state, and provide regular convening spaces for social service and community leaders to meet, share information, and raise awareness of the solutions for ending hunger.

Duties will primarily focus on meeting preparation and meeting minutes (in coordination with the Hunger Council Manager). The intern will also take the lead in collecting and analyzing meeting feedback, which provides valuable information for the local leadership of the Hunger Councils. The intern will also support projects being led by Hunger Council members, and will have the opportunity to attend Hunger Council meetings across Vermont.

The intern will report directly to Hunger Free Vermont’s Hunger Council Manager (Jenna O’Donnell), but will have the opportunity to engage with other Hunger Free Vermont staff who support the Hunger Councils and have technical expertise in a wide range of anti-hunger programs. This will provide the opportunity to learn more about the anti-hunger system at the local, state, and federal levels.

Attendance at Hunger Council meetings will provide further exposure to the variety of partners and programs who are working to end hunger in Vermont.

In addition to this systems-level education, and increased understanding of hunger in Vermont and solutions to ending hunger, the intern will gain direct experience in:

* Event planning
* Community organizing
* Communications strategies
* Data collection and analysis

**Time Commitment:**

The 10 Hunger Councils of Vermont meet for a combined total of 42 times over the course of the year. (Nine Councils meet quarterly; one meets every other month; schedule of meetings attached.)   
There are between 2 - 6 meetings each month. The internship schedule can be set well in advance, but will be largely determined by the Councils’ meeting schedule. In other words the schedule will vary from week to week based on how many meetings are being held and their timing. The intern and Hunger Council Manager will coordinate their schedules to determine when the work will be done.

**Responsibilities:**

* Print and organize meeting materials (meeting agendas, other materials, name tents, etc.)
* Attend Hunger Council meetings and assist with taking meeting minutes
* Executing the Tracking Outcomes survey - sending, recording, and analyzing results
* Support special projects of Hunger Councils

**Supervision:**  
The Intern will be directly supervised by the Hunger Council Manager.

**SEEKING OLD NORTH END FARMERS’ MARKET MANAGER**

Seeking individual to fill part-time position to manage the Old North End Farmer’s Market (ONEFM). Candidates must be committed to maintaining and building the ONEFM. Hours total about 150 annually, with something like 4 hours a week during the market season, June-October. To apply, send resume by April 1 to [oldnorthendfarmersmarket@gmail.com](mailto:oldnorthendfarmersmarket@gmail.com).

**General Responsibilities**

Manage the vendors and the governance of the Old North End Market. Organize vendor meetings, recruit, accept, or decline vendors, set vendor fees. Work as the liaison to the city, the state, NOFA, insurance agent, City Market, etc. Keep market materials at your home and bring them to the market. Coordinate fundraising.

**Financial Responsibilities**

Each week, collect coupons and tokens from vendors, and write checks to vendors for reimbursement. Be the point person between the state and vendors for these coupons and tokens. Keep weekly records of various financial data. Draft and manage the budget and the checking account, including paying bills and filing taxes. Help to coordinate fundraising to cover market expenses and manager wage.

**Outreach Responsibilities**

Coordinate annual spring door-to-door fliering, neighborhood postering, and social networking. Work with other area market managers to explore co-marketing.

***$1200 Stipend for the summer***

Sarah Alexander

*(She/Her/Hers)*

Gleaning and Food Access Manager

Intervale Center

180 Intervale Road

Burlington, VT 05401

**Unbound Grace at Sentinel Farm**

Unbound Grace at Sentinel Farms offers an expanse of integrative whole health learning and implementing practices. At Unbound Grace we believe physical health and nutritional health go hand in hand, and play a key role in the balance of ones mental and spiritual health. It is our belief a healthy balance between ones physical, nutritional and mental health start with regenerative farming practices, beginning with the soil and grass we feed our animals.

It is our mission at Unbound Grace, to help re-root our youth and community back to the beautiful and natural resources Vermont has to offer as well as help educate the community about the special bond humans and animals have with one another. Through our Unbound Grace summer programs and Young Sentinels riding program, we help encourage children, through hands on experience, to embrace and explore their relationship with animals, as well as the earth around them. If we take care of the earth the earth will take care of us.

If you are looking for an opportunity to learn more about regenerative farming practices, integrating healthy practices into your daily life, educating others about the importance of taking care of ourselves, animals and the earth and aren’t afraid of a little hard work or getting dirty, then we would love to have you join our 2019 summer/fall internship program!

**Internship Details**

We are excited to offer a few different positions available for the 2019 Summer Internship program but it is our hope that interns will work together as a team and learn about all aspect of what we do at Unbound Grace Sentinel Farms.

1. Ranch Hand
2. Unbound Grace Summer Youth Program Coordinator/ Camp Counselor
3. Young Sentinels Riding Program
4. Whole Health/ Community Entrepreneur /Administrative (this position is an all inclusive learning experience)

\* Please see below for the specifics of each opportunity

**Intern tasks and responsibilities:**

1. **Ranch Hand:** The ranch hand will be responsible for farm maintenance and upkeep. This includes but is not limited to, helping maintain the barn and stalls, maintaining fences and structures on farm, building projects, feeding the animals. The desired candidate for this position is someone in great physical shape and able to perform physical labor.

- A major in The Agriculture & Life Sciences Department is desired (Animal Sciences major, ecological agriculture major, sustainable landscape horticulture major).

1. **Unbound Grace Summer Youth Program Coordinator/Camp Counselor:** The summer youth program coordinator/camp counselor will work directly with Kerry and her team to help plan camp activities/ events and work daily with the campers. Riding experience is preferred but not required. There are three summer youth programs, each a weeklong.

* July 8th-11th 8:00am- 5:00pm Classical Horsemanship camp
* July 22nd-25th 8:00am-5:00pm Orienting and Maps camp
* August 5th-9th 8:00am- 5:00pm Performing arts camp
  + - August 9th after camp will be our community performance/barn party

**\* Please let us know what week/weeks you are interested in.**

The ideal candidate for this position is someone who is extremely outgoing and friendly. Comfortable working with kids (ages 4-17) and animals. Loves the outdoors and exploring. Has a creative mind and helps find fun ways to get campers excited about being outside!

* Majors in the following departments are desired: Education Department (early childhood development major), Arts and Sciences Department (health & society major, psychology certificate in physical activity promotion in children an youth), Agriculture and Life Sciences Department (animal sciences major, community development major, community entrepreneur major).

1. **Young Sentinels Riding Program Coordinator**: The ideal for this position is someone who has riding experience and will help teach our Sentinels classic horsemanship and care. It is our goal to have the Young Sentinels showcase their skills at our Flying Horse Outdoor Riding arena two Saturday’s a month. The Young Sentinel’s will **meet every Wednesday from 3:30pm-5:00pm beginning Wednesday, June 19th.** **Candidates will need to be available two Saturday’s a month for the Young Sentinels showcase events.**

* Majors in the Agriculture and Life Science Department are desired.

1. **Whole Health/ Community Entrepreneur /Administrative Intern:** The ideal candidate should have a desire to learn about all aspects of Unbound Grace at Sentinel Farms. This position is all-inclusive and will work under the umbrella of all roles and positions of Unbound Grace at Sentinel Farms. An ideal candidate will help bring creative ideas about educating the community on whole health practices, community outreach and engagement, have a business like mind with ideas on how to expand and improve the operations at Unbound Grace Sentinel Farm as well as help with administrative work when needed. Ideally this candidate would be available for the entire summer so that they can participate in all aspects of our summer program and Young Sentinel’s program. Strong communication skills and a go-getter attitude is key in being successful in this role.

**Desired Qualifications for Interns**

Technical and Other Skills:

**All qualifications are preferred but not required!**

* Experience working with animals
* Riding experience
* Gardening
* Handy with tools and comfortable building
* Comfortable working with children
* Previous volunteer work or Non-Profit work
* Fundraising experience
* Web Design/ Social Media experience
* Able to perform physical labor (lifting 50+ pounds, standing/being on feet most of the day, working outside)
* Knowledge of farming practices and techniques
* Event planning

**Vermont Food Bank Internships!!**

Yes, we are definitely looking for interns. Ideally, **three gleaning interns** summer and fall (the same three). And **two nutrition education interns** spring, summer and fall.

Interns have significantly increased our capacity in harvesting and distributing fresh produce in Chittenden County, we can’t thank you enough!

**Andrea Solazzo |** asolazzo@vtfoodbank.org

**Agriculture and Community Outreach Manager**

Burlington, VT 05401

**cell:** 802.917.1283

[www.vtfoodbank.org](https://na01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.vtfoodbank.org%2F&data=02%7C01%7Casolazzo%40vtfoodbank.org%7C24f463f8e76641c7e5b608d661df613c%7Cb1f9e34f11214c708f88aff49a1ef321%7C0%7C0%7C636804009378547619&sdata=XkmNSDt7V%2ForO9QPhkRM7XPhtiunDPeYka%2BZPpy2MfY%3D&reserved=0)

**Watershed Alliance Interns**

Consider applying to the Watershed Alliance! We are a UVM Extension/Sea Grant program that focuses on teaching hands-on, watershed science to students in the Lake Champlain Basin (grades 5-12). We spend most of our days outside mucking around in rivers and streams, teaching students about the importance of our watershed through stream monitoring- if that sounds like something you'd be interested in doing, Please apply ASAP!

The UVM Watershed Alliance (UVM WA) aims to increase awareness and knowledge of watershed issues in Vermont youth. Each spring and fall, we hire 6-10 undergraduate students who are interested in water resources and watershed education, and would like to gain experience teaching in the field and classroom as a Watershed Educator.

Watershed Educators receive training in stream ecology and watershed science, group management in the field and classroom, and teaching science as inquiry. Travel costs are reimbursed. Work-study is available for those who qualify.

**Paid!!!**

**WIC Nutrition Intern**

**Location: Burlington, Vermont**

**Company:**State of Vermont

**How to Apply**  
**Do not apply online - to be considered for this internship you must email a resume and cover letter directly to Amy.Malinowski@vermont.gov by April 18**.

**Overview**  
The WIC Nutrition Intern will complete a variety of smaller projects to support the unit and WIC administration. Specific examples include, but are not limited to: researching and writing nutrition content to be used in communications to WIC families and staff, organizing the WIC image library, supporting the management of the foods in the WIC approved product list, and suggesting revisions to WIC web pages. This internship is based at the Vermont Department of Health office in downtown Burlington, VT

The ideal candidate is dependable and reliable, has strong communication skills, and can work independently. Comfort with technology and Microsoft Suite is needed, particularly Excel and PowerPoint.

This internship will also provide the incumbent exposure to other public health programs within the Department of Health, the opportunity to observe in local WIC clinics, and the ability to shadow or participate in WIC vendor management activities.

This is a summer internship with flexibility in duration based on your school schedule. You can expect to work 10-15 hours a week, exact days and hours to be worked is flexible based on your availability

Ideally, applicants will have completed two years of a bachelor's level program in Nutrition, but this is not a requirement.