



GROWING HOME

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GROWING HOME-TYSON FOODS SUMMER INTERN

About Growing Home

Growing Home's mission is to operate, promote, and demonstrate the use of organic urban agriculture as a vehicle for job training, employment, and community development. Our unique employment training program uses farming to teach transferable skills to individuals with barriers to employment, giving them the opportunity to secure full-time, stable jobs. Through our USDA-certified organic farms, we also provide healthy, fresh food and food education to our neighbors in Englewood.

About Tyson Foods Summer Community Internship at Growing Home

The [Tyson Foods Summer Community Internship Program](#) is a partnership between Campus Compact and Tyson Foods to provide an invaluable opportunity for select college students to gain professional experience while making a positive impact in our community. The program provides full-time college students an eight-week paid summer job to assist community organizations and gain experience with diverse social issues. Growing Home is a 2022 Summer intern site and we are seeking an undergraduate or graduate student summer intern. Through this role at Growing Home, you have the opportunity to work closely with one of the following departments at Growing Home: Community Engagement, Employment Training, Development or Farm.

Approximate Schedule

Dates: Summer - June 13, 2022 to August 5, 2022

Hours: Full-time, 35 hours per week

As part of the program, the student intern shall attend trainings provided by Campus Compact/Tyson Foods including the program kick-off event (6/13/2022), program celebration (8/5/22), and two additional training sessions during the grant period. Some trainings and events may be virtual depending on circumstances. As well, the student intern shall complete a program evaluation of their experience in the program during the last week of their employment.

Compensation

This internship is paid via Campus Compact/Tyson Foods with a \$4200 stipend over 4 installments.

Application Process

Please select which internship you are interested in from the options below. Then, send a resume and cover letter by May 15, 2022, to LaQuandra Fair at: lfair@growinghomeinc.org with "Tyson Internship Application" in the Subject Line.

Required Experience: Undergraduate or Graduate student at local university/college



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Community Engagement Intern

The Community Engagement Intern will work in collaboration with Farm, Employment Training, and Development staff in work related to outreach and community engagement. Responsibilities include:

- **Events:** Planning and assisting with Growing Home's events and activities, including cooking demos and workshops, volunteer and tour groups
- **Community Relations:** Identify and establish new relationships, and maintain current collaborative relationships with partner organizations
- **Food Access:** Assist with healthy eating curriculum that is specific to the Learning Garden and educating the community on food and nutrition
- **Volunteer Program:** Manage volunteers through Google docs, and evaluate and continuously improve the volunteer program using data and qualitative feedback
- **Marketing:** Assist with marketing needs in relation to community engagement activities and events

Special Qualifications Include: Proficiency in Microsoft Office Suite, Google Suite, Canva, etc.

Farm Intern

The Farm Intern will work with the Farm and Program staff in work related to production on the farm and produce distribution. Responsibilities include:

- Supporting farm staff with farm site preparation and maintenance
- Propagation (seeding, transplanting, thinning, pruning)
- Bed Preparation and Maintenance: clearing, tilling, amending, raking, irrigating, weeding, fertilizing, trellising
- Harvesting, processing, and packing produce
- Ensure quality, sanitation, and freshness standards
- May also assist with landscaping, farmers' markets, and other duties as requested.

Special Qualifications Include: Some farm and/or gardening experience required



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Development Intern

The Development Intern will work with the Development staff in work related to production on the farm and produce distribution. Responsibilities include:

- Donor management/CRM data entry
- Special event support
- Prospect research
- Assist with special projects as needed

Specific Qualifications Include:

- Strong writing and research skills.
- Detail oriented and ability to prioritize.
- Ability to multi-task and work independently.
- Database experience preferred.
- Strong interpersonal skills.

Employment Training Intern

The Employment Training Intern will work with the Employment Training and Program staff in work related to our Workforce Development Programs.

Responsibilities include:

- 1) Assist Employment Training team with administrative duties, filing, and data entry
 - Assist with organizing and maintaining participant case management files
 - Work independently under staff supervision to enter participant data from old Excel and paper files into new online case management system
 - Maintain confidentiality of participant information under the terms of a signed confidentiality agreement
 - Enter all data accurately and double check for typos and errors
- 2) Assist Employment Training team with our participants' independent job search
 - Work one-on-one with participants in our job training program to research and apply for jobs online
 - Assist participants with preparing quality applications, helping them attach resumes to emails and online forms, and checking for application errors
 - Help participants craft quality resumes and cover letters for specific positions
 - Help participants troubleshoot difficult online applications or minor computer questions