Grow it Forward

http://www.grow-it-forward.org/#!employment-and-internships/c14cx

Grow It Forward is dedicated to increasing awareness, availability, and accessibility to healthy, locally grown food.

Our mission is to connect our community by growing food and educating for the future in the areas we live, work and play.

Our vision is to sow seeds of cooperation and collaboration in the hearts and minds of our community, cultivating sustainable practices, fostering artistic expression, and encouraging personal growth.

Internships

Our plans call for construction of the garden in April 2015. This is where we need your help. We are seeking student interns from area colleges to help build our brand and help us grow. Interns will help us become a leading agency for giving back to our community. Moreover, our interns will make 14th Street Community Garden a showcase for the community and provide fresh, healthy food for area families. Individuals who believe in and support healthy, positive experiences, and who envision a sustainable, abundant, accessible, holistic, and just food system that empowers diverse communities of all ages is encouraged to apply.

We look forward to your support in helping us Grow It Forward!

If interested in an intern position, please email us at growitforward.wi@gmail.com

Spring/Summer Business Administration Coordinator Intern

State Date: Spring 2015

Reports to: Program Director & Garden Coordinator

Time Requirements: 20 hours per month

Duties (list not inclusive):

- Works with Grow It Forward staff with business development, programing, and outreach
- Works with Program Director to develop committee structure and information processing
- Works with Program Director to develop and implement garden programing
- Brainstorm partner organizations
• Reach out to partner organizations
• Brainstorm potential funding sources
• Assists in planning Grow It Forward’s 2015 fundraising events, budget planning, and finances
• Assists in developing volunteer coordination

Qualifications:

• Clear communication skills
• Great writing skills
• Comfortable making phone calls and sending emails
• Knowledge of various software programs including but not limited to Microsoft Office and Adobe.
• Quick Books, finance, bookkeeping, and/or business management experience is a plus
• Passion for changing the food system—food justice and food security
• Appropriate turnaround time on project tasks
• Ability to work independently
• Helpful to provide your own computer
• Reliable self-starter, with excellent ability to prioritize multiple responsibilities, follow-through, and deadlines
• Highly organized, with excellent attention to detail

Spring/Summer Urban Farmer Intern

Start Date: Spring 2015

Reports to: Program Director & Garden Coordinator

Time Requirements: 20 hours per month

Duties (list not inclusive):

• Seed start and prepare annual and perennial crops
• Implement permaculture installation (perennial food crops)
• Take part in produce marketing efforts
• Engage the neighborhood surrounding 14th Street Community Garden in growing food
• Participate in and help plan community potlucks and harvest dinner
• Provide supervision for volunteers and guide them to participate in daily garden activities
• Prepare land for upcoming projects, grantor visits, events and more as assigned
• Initiate and follow through on additional projects to efficiently grow food in the city
• Assist in developing record keeping and analysis of production and potential sales
• Report to Grow It Forward staff on progress and key decisions in the community garden
• Provide expertise and consultation to volunteers and partners through installation of fencing, irrigation, hoop or green house, season extension, and storage
• Provide basic maintenance of hand and power tools
• Assist in purchasing or maintaining soil amendments, greenhouse supplies, seeds, and plants
• Help manage the growth and distribution of crops
• Assist in the development of onsite garden related programing and training

Qualifications

• Gardening, horticultural, or agricultural experience required
• Demonstrated experience in project, program, and/or organization management—including supervisory experience preferred
• Experience working with youth and interest in youth leadership and development
• Able to perform hard and repetitive physical work outside in all weather
• Experience, familiarity, and/or passion with urban agriculture and local food systems
• Basic carpentry skills
• Reliable self-starter, with excellent ability to prioritize multiple responsibilities, follow-through, and deadlines
• Highly organized, with excellent attention to detail