



Internship Position

Urban Agriculture

Education & Curriculum Development Intern

Supervisor Information:

Jenny Bongiorno

Program Manager

1316 Madison SE

Grand Rapids, MI

Organization Description

Urban Roots is a non-profit in Grand Rapids, Michigan dedicated to connecting people to the soil and the table. Based at our Community Farm and Education Center in Madison Square, our mission is to cultivate durable and resilient families, communities, and ecosystems through urban agriculture. Our mission comes to life in many ways as we invite our neighbors and the greater Grand Rapids community to grow, eat, and learn with us.

Internship Objective:

Urban Roots is a growing organization which offers educational programs and opportunities to the Madison square neighborhood as well as the greater Grand Rapids community. A brief description of them include:

- Mobile Classroom program - Runs for 32 weeks, makes UR staff and expertise mobile to meet people where they are growing and support community partners with their on-site educational gardens.
- YouthCorps Program - Runs for 20 weeks and is a youth summer employment program for refugee and at risk teens. Teens work and learn on the community farm.
- UR Workshop series - Our educational workshop series
- UR Growers Intensive - A two day intensive training for intermediate growers who are looking to take their skills to the next level

The intern in this position will work closely with the Program Manager to develop engaging, hands on, fun, educational curriculums for each of these programs.

Internship at Urban Roots Description:

An internship at a community farm can vary from day to day and may sometimes include work outside of the education/curriculum development realm such as building projects, working/harvesting on the farm, working at community partner sites and miscellaneous administrative tasks. Because intern schedules are varied due to part-time employment and other commitments, we will work to help the right candidates with a flexible schedule. We do ask that you are willing to actively participate in developing a mutually beneficial schedule. We will

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introduce interns to small-scale urban growing, small non-profit business and neighborhood development in the City of Grand Rapids.

Proposed Schedule

Schedule flexible, must be willing to be available by phone and e-mail. 15-20 hours per week.

Compensation

This is an unpaid internship.

Internship Duration

Internship duration can flex with the right candidate. Urban Roots is willing to coordinate with your school / university to support your academic calendar.

Duties / Responsibilities

- Curriculum Development (75%)
 - Work with program manager to develop curriculum for
 - Mobile classroom 2017 partners
 - 2017 Youth Corp students
 - 2017 Workshops and Growers Intensive
- Misc administrative and Farm tasks (15%)
 - As needed provide support for physical farm work
 - As needed provide support for the office with administrative tasks
- Daily Market (5%)
 - As needed, support the running of the daily market with face to face sales
- Program Execution (5%)
 - As needed, support the execution of UR programs

Internship Policies

This position requires a candidate who is motivated, self-directed, proactive and organized. Intern will be required to communicate their schedule and days off with Urban Roots staff.

Candidate is expected to be in attendance at all or most of the Urban Roots staff meetings as well as carry out work defined for the internship by supervisors.

Candidate should expect and be prepared for a variety of working conditions including working inside and outside in variable temperatures and humidity levels. It is expected that the intern would dress accordingly. Additionally, the ideal candidate should be able to stoop, bend, maneuver and carry up to 40 lbs.

If interested, submit resume / cover letter by December 15 to info@urbanrootsgr.org

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