



## EMPLOYMENT OPPORTUNITY

### Yolo Grown Program Intern

---

Do you want to change lives? Do you thrive in an environment of transformational change? Are you currently enrolled in an undergraduate or graduate program focused on agriculture or environmental sciences, such as soil science, land management or horticulture, and have experience coordinating volunteers and/or special events? Then we invite you to join our growing Programs team!

#### POSITION SUMMARY

The Yolo Grown Program Intern assists the Yolo Grown Program Coordinator. The Yolo Grown Program is responsible for helping to increase and manage a network of growing partners and the local produce food system dedicated to meeting the produce needs of Yolo Food Bank (YFB) program. To help meet nutritious food goals for YFB distributions, this position assists in procuring local produce, actively participates in harvests on farms, training and directing volunteers during harvests, and with planning and organizing harvest events. This position also works closely with YFB staff and volunteers as an advocate for YFB and the Yolo Grown program.

#### WORK SCHEDULE

Approximately 6-month term; 10 hours per week between Mondays and Saturdays; typically between 6am and 6pm.  
**Unpaid/Volunteer with no benefits.**

#### ABOUT YOLO FOOD BANK (YFB)

In executing its mission to end hunger and malnutrition in Yolo County, YFB positively impacts the lives of more than 44,000 people who live in poverty in Yolo County. We provide for 55,000 food distribution visits each month at more than 80 locations via a network of 200 partnerships with food donors, distribution sites and relationships with 72 local nonprofit organizations. This work is propelled from our nearly year-old 42,000 square foot food recovery warehouse and operations facility. The facility offers the programmatic promise and capacity expansion potential to meet the full food security need of Yolo County, and to simultaneously shift the nutritional paradigm of the community. Not only is YFB's mission to end hunger and malnutrition in Yolo County, YFB actively reduces poverty in the county by advancing environmental, social, and economic sustainability.

Visit our website for details on our programs and impact: [www.yolofoodbank.org](http://www.yolofoodbank.org).

#### KEY RESPONSIBILITIES

1. Assist in providing direction and training to designated volunteers at harvest events with the goal of ensuring a great volunteer experience, effective harvesting, and the satisfaction of the farmer/operator.
2. Provide assistance during harvests on farms as needed, efficiently, effectively and safely.
3. Work collaboratively with the Yolo Grown Program Coordinator to plan and organize harvest events and general produce donations.
4. Assist with increasing the amount of fresh produce donated annually by identifying new sources, soliciting new ag partners for crop donations, and identifying other opportunities to increase the number of harvest events.
5. Assist in tracking and developing reports using YFB databases on activities and accomplishments related to the program.
6. Research and attend community events to recruit and/or network with farmers as well as educate the community on the Yolo Grown program, nutrition, hunger, and other related topics.
7. Assist in developing and implementing surveys to assess outcomes related to Yolo Grown grant goals.

8. Occasionally drive a YFB pick-up truck (Class C) to and from harvest fields, to attend off-site meetings and for any other purpose related to this program.
9. Model Yolo Food Bank core values and organizational culture in all work efforts.
10. Perform all other duties as assigned.

### QUALIFICATIONS & EXPERIENCE

The ideal candidate will be working toward completing an undergraduate or graduate degree in agriculture or environmental sciences, such as soil science, land management or horticulture, as well as have experience with volunteer coordination and/or event planning. In addition, they will possess the following knowledge, skills and abilities:

- Drive own and YFB transportation up to eight (8) hours per week, primarily for produce donation pick-ups and traveling to/from harvest events.
- Ability to communicate clearly and effectively with diverse populations, such as different socio-economic or cultural/ethnic groups.
- Strong work and team ethic. Able to work effectively with a diverse community of staff, peers, volunteers, and clients.
- Excellent communication (written and oral), business writing and presentation skills.
- Strong attention to planning, decision-making and organizing skills.
- Strong focus on details and accuracy in all aspects of duties.
- Able to provide clear work direction, evaluate performance and resolve conflicts related to volunteers and their interactions with each other, staff, and clients.
- Able to plan, initiate and manage multiple tasks despite frequent interruptions and deadlines with accuracy, flexibility and professionalism.
- Able to make decisions in a changing environment, anticipate future needs, respond to unanticipated events, and meet deadlines.
- Able to work independently with little supervision.
- All positions at YFB are required to serve as ambassadors for our work, and to develop and enhance a flexible, resourceful, creative, curious, collaborative, compassionate, and visionary approach to accomplishing individual and organization-wide goals and objectives.
- Valid California driver's license and proof of insurance.

### APPLICATION PROCEDURE & TIMELINE

Please submit resume and letter of interest with Yolo Grown Program Intern and your last name in the subject line to **Lorna Carriveau, Human Resources Adviser, [lorna@yolofoodbank.org](mailto:lorna@yolofoodbank.org)**. Applicant screening will be ongoing until the position is filled as the goal is to complete the recruitment process at the earliest opportunity and welcome a new Programs team member as soon as possible.

YFB is an Equal Opportunity Employer.