East Palo Alto Community Farmers’ Market Program Intern

About Fresh Approach
The mission of Fresh Approach is to create long-term change in local food systems by connecting California communities with healthy food from California farmers and expanding knowledge about food and nutrition. We accomplish our mission through a variety of programs, including the Mobile Farmers’ Market; VeggieRx nutrition education classes; Collective Roots Community Garden; and the East Palo Alto Community Farmers’ Market. We believe that everyone should have equal access to healthy foods, and that the health of our communities and the livelihood of our local farmers should go hand-in-hand.

The East Palo Alto Community Farmers’ Market program at Fresh Approach is a crucial resource for ensuring affordable, healthy food access to the East Palo Alto community while supporting local family farms. Every week the East Palo Alto Community Farmers’ Market creates opportunities for stronger relationships between the people of our community, the farmers who produce our food, and community-serving organizations.

Job Description
Working under the direction of the Volunteer Program Specialist, the East Palo Alto Community Farmers’ Market Intern will support the farmers’ market and community outreach.

We are seeking an intern with availability on Wednesdays. The intern will support the East Palo Alto Community Farmers’ Market for the duration of the internship. Additional hours may be added for outreaching.

Primary Duties:

- **Support the East Palo Alto Community Farmers Market**
  - Assist FA staff with market set-up and break down, EBT and Market Match transactions, customer service, cooking demonstrations, script handling, and record keeping.

- **Conduct community outreach**
  - Help distribute outreach materials to social services agencies, food banks, and community partners
  - Participate in community tabling events to share about Fresh Approach programs
  - Support outreach efforts toward current and potential recipients of public benefits including WIC, CalFresh (SNAP or food stamps), SSI, SSDI, Medi-Cal, and the Senior Food Program
  - Deliver messages that provide a greater understanding of sustainable agriculture and its role in supporting local food systems
  - Represent Fresh Approach to develop, build and sustain community-based partnerships
**Desired Qualifications:**
- Demonstrated interest in community-based health, local food systems, Certified Farmers’ Markets or California agriculture highly preferred
- Familiarity with the communities and organizations we serve
- Experience with basic accounting and sales transactions
- High level of comfort with technology, especially for learning mobile-based applications such as point of sale and database platforms
- Experience working with diverse populations, including recipients of public benefits
- Ability to work in a team environment as well as independently
- Detail-oriented with ability to complete tasks in a timely manner
- Creativity and dependability

**Requirements:**
- This position requires reliable transportation within the city of East Palo Alto
- This position requires the intern to interact with persons of various backgrounds, farmers and other farmers’ market vendors, and the general public
- Interns must be comfortable speaking in front of groups and working with a wide range of people from all backgrounds
- This position requires work outside in all weather conditions
- This position requires the intern to be able to lift equipment in and out of a vehicle
- This position may require working on the weekends, early mornings or late evenings for tabling events
- **Bilingual English/Spanish preferred**

**Compensation:**
- Interns have the opportunity to shadow employees involved in wide range of food systems work
- Interns may receive school or community-service credit
- Interns will receive an evaluation upon completion of the internship and may ask for letters of recommendation
- Internship is unpaid

**Timeline:**
- Applications accepted on a rolling basis.
- The internship will begin no later than late April
- The timing/length of internship can be flexible depending on the intern’s availability or program requirements. Exact dates will be determined based on the intern’s schedule.
- Intern is expected to work at least 8-10 hours per week.

**To Apply:**
To be considered for this position, send a resume and cover letter in Microsoft Word or Adobe PDF format to volunteer@freshapproach.org.
If you are seeking the internship in order to fulfill a requirement for your degree program, please state that and include any specific requirements of your program in your cover letter (i.e. minimum number of hours required). Although this is listed as a part time internship, there may be some flexibility in order to help students meet requirements for their program.