

Liberty Prairie Foundation

POSITION DESCRIPTION

POSITION TITLE: Outreach Intern
LOCATION: Grayslake, IL
ORGANIZATION: Liberty Prairie Foundation
REPORTS TO: Program Associate, and President and CEO

BACKGROUND:

The Liberty Prairie Foundation was established in 1993 and is nationally recognized as a leader in developing and supporting enterprises that build and strengthen our local food system while enhancing the natural landscape. The Foundation provides leadership and financial support for local food system development, social entrepreneurship, land conservation, environmental education and civic engagement initiatives in our region. We envision a world where people of all ages are deeply connected to their food, land and community, and therefore make choices toward sustainable systems in nature and society. We are headquartered on the 100-acre certified organic Prairie Crossing Farm in the Prairie Crossing conservation community in Grayslake.

Two of the Foundation's programs are highlighted here:

- The Farm Business Development Center, located at the Prairie Crossing Farm, is a business incubator that provides land, infrastructure, and learning resources to help beginning farmers develop the entrepreneurial skills, farming knowledge and market networks needed to become successful farmers. In 2013, the Farm Business Development Center provided support for five farm enterprises in residence and is working with several to obtain long-term land access in Lake County.
- Educational programming at the Prairie Crossing Farm is designed to educate and inspire people to value healthy food, land and community through experiences on our farm. Our Prairie Farm Corps program offers paid work opportunities and job training for racially and economically diverse youth in central Lake County. Participants are involved in all aspects of a sustainable agriculture business from seed to market. Our farm educators also work closely with students from the Montessori School of Lake Forest. Students are engaged in on-farm lessons and work experiences that integrate agriculture with science, math, language, nutrition, social studies, and economics.

In addition to our programs, we are involved with transportation, environmental, and food policy at the local, regional and state levels. The Foundation owns several properties in Prairie Crossing, including the Byron Colby Barn, the 100-acre certified organic Prairie Crossing Farm and the Community Gardens.

POSITION SUMMARY:

This internship is focused on supporting the various Liberty Prairie Foundation programs described above. The position offers the successful candidate a diverse and meaningful experience in the area of food systems with a dynamic and leading organization in the field.

The intern will conduct outreach activities to communities and organizations pursuing local food initiatives, attend conferences and meetings, and provide general support across Liberty Prairie Foundation programs and projects.

Throughout the last year, the Foundation has been working on a community-based project in Waukegan designed to strengthen the city's local food system. The Waukegan Local Food Project provides capacity building and technical assistance to community leaders pursuing various food projects. This intern will be responsible for deepening the Foundation's relationship with these Waukegan organizations and exploring new opportunities.

ESSENTIAL RESPONSIBILITIES:

- Coordinate distribution of fresh vegetables grown by the Prairie Farm Corp to Waukegan, thus increasing the amount of fresh food available to the community.
- Attend vegetable distribution days to talk with community members about the importance of fresh, healthy vegetables and educate residents about their local food system.
- Write weekly updates of Waukegan initiatives.
- Explore opportunities for both new and continued partnerships with Waukegan and North Chicago organizations.
- Coordinate the Foundation's seedling donation program.
- Communicate with a wide range of stakeholders including partner organizations working in food systems and land conservation.
- Provide support for Liberty Prairie Foundation events, meetings and conferences.
- Assist with coordinating a gleaning program at the Prairie Crossing Farm.
- Conduct communication database maintenance.
- Assist with giving tours of the Prairie Crossing Farm.
- Generate story ideas for the Prairie Farm Corps program, write articles, take photos.
- Other duties as assigned.

QUALIFICATIONS AND BACKGROUND:**Education:**

Working towards a BA/BS or MA/MS degree in food systems, business, environmental science, communications, policy, research, or related field.

Experience:

Past coursework, internship, work or volunteer experience in food systems and food research, program development or communications. Experience working with those with limited food access and disadvantaged populations, and experience with maintaining a website and organizational social media are pluses.

Knowledge/Skills:

- Excellent writing and communication skills.
- Experience working in or studying food systems, agriculture, public health, education, community organizing, or public service.
- Ability to work independently and to engage in independent and group problem solving and decision-making.
- Knowledge of and comfort with Microsoft Office Suite, Google Docs and social media sites.
- Ability to communicate in a culturally appropriate and sensitive manner to effectively bring out the best in people of varying backgrounds.

Other:

Interest in or knowledge of sustainable agriculture, local food/food systems or community development demonstrated by past coursework, internship, volunteer or work experience.

Salary:

\$12.50/hr., 35 hours per week. Housing for the duration of the internship may be available.

Start Date:

Flexible start date in May or early June 2014, however, there may be an opportunity for limited spring hours.

End Date:

August 2014

How to Apply:

Send cover letter and resume to Emily Weber at emilyweber@prairiecrossing.com by Feb. 21.