
Title:	After School Intern (Work Study)	Compensation:	\$10/Hour
Updated:	October 2015	Status:	Hourly
		Type:	Part-Time (10-14 hours/week)

PROGRAM DESCRIPTION: This is an intergenerational program designed to promote healthy eating while also addressing food insecurity in Philadelphia's River Wards. The program brings together adolescents, college students, and older adults for activities ranging from a weekly food pantry, weekly soup kitchen, urban gardening, cooking activities, and projects related to food justice, food and culture, and sustainability of the food system. The afterschool component of the program runs from November through June.

ROLE: The After School Intern will report to the Site Director of the Out-of-School Time Program and will be responsible for three main functions:

1. Supporting the After School Program Leader in designing and implementing structured activities and curricula for approximately 20 high school students.
2. Assisting in managing the food pantry which collects and distributes food to clients across LSH.
3. Assisting with on-site farming duties as assigned by the Intergenerational Urban Farmer (IUF).

PRIMARY RESPONSIBILITIES:

Nutrition Education:

- Conduct weekly/monthly food/cooking/nutrition-related workshops, presentations, and demonstrations within the Senior Center and After School Program.
- Facilitate program activities, including planning, set-up and break-down, with the assistance of other staff, volunteers, and interns.
- Assist the Program Leader in identifying opportunities for youth to engage with individuals and communities outside of the program, and facilitate engagement.
- Conduct nutrition outreach and education for the families in the 19125 and 19122 zip codes.

Food Pantry:

- Track and oversee all incoming donations.
- Maintain and update all documentation from our pantry suppliers and clients.
- Facilitate regular distribution of food supplies to clients; providing superior customer service.
- Coordinate both general and holiday-specific food drives.
- Expand food pantry and outreach to the surrounding community; coordinate with other local food programs.

Farm:

- Assist the Intergenerational Urban Farmer with watering, weeding, harvesting, and planting produce.
- Assist with educational activities in the garden.

Education/Experience/Skills:

- A bachelor's degree in nutrition is preferred; minimum of associate's degree is required.
- A working knowledge of MS Office is also required.
- Strong written and oral communication skills.
- Ability to work with diverse groups of individuals.
- Strong problem solving skills, ability to juggle multiple tasks, while maintaining attention to details.
- Team orientation and high level of comfort asking for assistance from co-workers when needed.
- Experience with farming, food demonstrations, and work within a food cupboard/pantry a plus.

To apply please submit cover letter and resume to Farrah Parkes at fparkes@lutheransettlement.org.