



INTERNSHIP POSITIONS

Edible Schoolyard New Orleans typically offers the following:

- School Garden Internship
- Network Garden Internship
- Culinary Education Internship
- Garden Education Internship
- Development Internship
- Communications & Special Events Internship

The locations of internship positions are listed alongside the titles below, but site availability may change depending on need and season.

SCHOOL GARDEN INTERNSHIP, *Green Charter School, Arthur Ashe Charter School, Langston Hughes Academy, Phyllis Wheatley Community School*

Position Description:

School Garden Interns will work with the ESYNOLA garden maintenance team at one school garden. The intern works with site gardeners and garden educators to carry out daily gardening tasks and participate in the development of the seasonal gardens. Through initial garden trainings and working directly with the maintenance team, the intern will develop a variety of horticultural skills by using organic techniques to maintain a productive vegetable garden for the season. The intern will learn how to grow healthy, productive food crops, to assess plant health and solve problems, and to observe and correct aesthetic concerns across the school landscape. These skills will also impart a broad understanding of plant development, soil fertility, crop rotation and seasonality, and pest cycles. By learning practical gardening skills and developing an understanding of the garden as a functioning ecosystem, the intern will experience how garden education works.

Responsibilities:

- Collecting compost and maintaining compost pile
- Freshening school and cafeteria bouquets
- Daily watering
- Weeding and mulching
- Clearing and amending vegetable beds
- Transplanting starts and direct sowing vegetables
- Pruning trees and perennials
- Pest identification and control
- Identifying deficiencies and fertilizing appropriately
- Harvesting techniques
- Assisting in set-up, clean-up, and small groups in garden classes, as needed

Qualifications:

- No prior experience or gardening skills are necessary
- A passionate interest in this field and excitement to learn through direct experience
- Ability to work hard (physically), get dirty, and encounter bugs and critters
- Sense of humor and positive rapport with kids

NETWORK GARDEN INTERNSHIP, *all schools*

Position Description:

The Network Garden Intern will be trained by the Edible Schoolyard NOLA garden team and will work at two school sites in which ESYNOLA operates. Network Gardeners will work with the intern to determine a location and time schedule that works best for them. The intern will carry out daily gardening tasks associated with . There will also be informal trainings designed to develop the intern's skills around growing healthy, productive food crops, assessing plant health and solving problems, and observing and correcting aesthetic concerns across the school landscape.

Responsibilities:

- Work with Lead Network Gardener to maintain all functions of the school gardens
- Daily watering - learn effective techniques and understand watering and irrigation systems to carry out daily watering needs
- Weeding and mulching
- Clearing and amending vegetable beds
- Transplanting starts and direct sowing vegetables
- Pruning trees and perennials
- Pest identification and control
- Identifying deficiencies and fertilizing appropriately
- Harvesting techniques

Qualifications:

- no prior experience or gardening skills are necessary
- a passionate interest in this field and excitement to learn through direct experience
- ability to work hard (physically), get dirty, and encounter bugs and critters
- sense of humor and positive rapport with kids.

CULINARY EDUCATION INTERNSHIP, *Arthur Ashe Charter School and Green Charter School*

Position Description:

Culinary Education Interns assist in the Teaching Kitchens at Samuel J. Green and Arthur Ashe Charter School. Edible Schoolyard NOLA's Teaching Kitchens are classrooms designed to create awareness about and increase access to healthy food to K-8 students through experiential cooking classes and special events. Interns will help with setup and cleanup for classes, work with students in the classroom, plan menus and prepare food, and gain first-hand experience with ESYNOLA's innovative seed-to-table educational programming. Culinary internships are perfect for people who are passionate about food and want to deepen their knowledge of nutrition education and gain experience in all aspects of working in a teaching kitchen.

Responsibilities:

- Preparing food for classes
- Setting up and breaking down classes
- Assisting in hands-on cooking classes for K-8 youth
- Helping prepare classroom material
- Helping to maintain the kitchen through daily and weekly cleaning
- Helping to plan menus for classes and special events
- Helping to plan special events related to healthy eating and local food
- Assisting with ordering from local farmers markets and harvesting produce from the schoolyard garden

Qualifications:

- Experience working with food
- Experience working with youth from diverse socio-economic backgrounds
- Passion for food and seed-to-table education
- Desire to be a part of a growing organization
- Passion for improving health and wellness of our student population and our community through hands-on experiences with healthy food
- Flexible attitude
- Sense of humor and positive rapport with kids

GARDEN EDUCATION INTERNSHIP, *Arthur Ashe Charter School, Green Charter School, Langston Hughes Academy, Phyllis Wheatley Community School***Position Description:**

The Garden Education Intern assists in garden classes, which are designed to teach K-8 students life science lessons through hands-on activities in the outdoor classroom and school garden. The intern will help the garden education team prepare educational materials, manage students in classes, and maintain school gardens. Through observation and direct experience in garden classes, the intern will develop an understanding of the innovative, interdisciplinary curriculum developed at ESYNOLA and experience in classroom management and organic gardening techniques. Garden Education Internships are perfect for people who are passionate about edible education and want to gain experience in an urban, public charter school setting.

Responsibilities:

- Preparing materials for classes
- Setting up and breaking down classes
- Assisting in hands-on garden classes for K-8 youth
- Helping to maintain the garden through daily and weekly tasks
- Helping to plan garden-based activities for classes and special events
- Helping to plan and execute special events and edible experiences
- Harvesting produce from the schoolyard garden for the harvest table, freshening bouquets in the school café, helping with composting, and other daily tasks

Qualifications:

- Experience working with plants, and comfort with the outdoors
- Experience working with youth from diverse socio-economic backgrounds
- Passion for garden-based education
- Desire to be a part of a growing organization
- Passion for improving health and wellness of our student population and our community through hands-on experiences in the school garden
- Flexible attitude
- Sense of humor and positive rapport with kids

DEVELOPMENT INTERNSHIP, *network office***Position Description:**

The Development Intern works with the Development and Communications Team to communicate the mission of Edible Schoolyard and raise critical funds for edible education across five FirstLine Schools in New Orleans. Working closely with the Development Manager of ESYNOLA, the intern will gain experience with the administrative side of a growing organization, including but not limited to prospecting, grant writing, donor

relations, database management, special events, and some public relations support. The intern will undergo informal trainings and have occasional professional development opportunities. This position is perfect for someone interested in technical writing, fundraising, marketing and communications, and who cares about seed-to-table education, food access, and comprehensive wellness.

Responsibilities:

- Donor prospecting
- Helping to maintain the database of donor and prospect database (Raiser's Edge)
- Grant researching, writing, and proofreading
- Participating in small group tours of Edible Schoolyard NOLA sites
- Assisting with external communication materials: media advisories and press releases
- Supporting social media community cultivation through developing content and covering ESYNOLA programming and special events
- Assisting with seasonal newsletter layout, writing, and editing
- Help coordinate, document, and manage sponsor and patron solicitations, public relations, and ticket sales for ESYNOLA's annual An Edible Evening fundraiser

Qualifications:

- Organizational and managerial skills
- Excellent written and verbal communication
- Knowledge of Microsoft Office and Google Docs
- Interest in strategic use of social media
- Some familiarity with databases, preferably Raiser's Edge
- Passion for hands-on garden- and kitchen-based food and nutrition education programming, and interest in helping to financially sustain this programming across five FirstLine Schools.

COMMUNICATIONS & SPECIAL EVENTS INTERNSHIP, *all sites*

Position Description:

The Communications & Special Events Intern works with the Volunteer, Special Events, & Communications Coordinator to help prepare for and execute ESYNOLA special events, and to document and promote these events and ESYNOLA's regular educational programming. The intern will gain experience with the behind-the-scenes work of a nonprofit school garden program: event planning and preparation, community partnerships, volunteer recruitment and coordination, and communications. The intern will be especially involved in the planning of Edible Schoolyard New Orleans' signature fundraising event, *An Edible Evening*, a garden party under the stars on March 26 that features 40 local restaurants, raises over \$110,000, and attracts more than 800 guests.

Responsibilities:

- Creating signage and promotional materials for ESYNOLA events for K-8
- Photography and blogging about ESYNOLA special events
- Assist volunteer coordination at Open Garden Days
- Design support for *An Edible Evening* collateral, such as web ads and banners, and printed materials
- Create social media campaign for *An Edible Evening*
- Support on physical event prep for *An Edible Evening*, including working on event display, layout, and performing some physical labor
- Design and write two ESYNOLA newsletters

Qualifications:

- Organizational and managerial skills
- Excellent written and verbal communication

- Clean & playful aesthetic sensibilities, and the desire to create hand-painted ephemera
- Design skills and experience with the Adobe Creative Suite
- Some video editing experience
- Photography experience
- Knowledge of Microsoft office and Google Docs
- Communications experience, including strategic use of social media
- Interest in learning more about Edible Schoolyard New Orleans, and passion for hands-on garden- and kitchen-based food and nutrition education