



## INTERNSHIP POSITION DESCRIPTION

### Program Graduate Intern (part-time, unpaid)

#### Organization

Brighter Bites is a nonprofit that creates communities of health through fresh food with the goal of changing behavior among children and their families to prevent obesity and achieve long-term health. Brighter Bites is an evidence-based, multi-component elementary school, preschool, and summer camp program that provides reliable access to fruits and vegetables, nutrition education, and consistent exposure to recipes and messages that feature fresh food.

#### Programming Internship Overview

Brighter Bites offers graduate internships in our programming department on an as-needed basis to graduate students interested in public health, nutrition, and nonprofit work. Graduate internships are for students enrolled in a graduate program who may need to complete a practicum project but exclude graduate students who only need community fieldwork hours. Graduate interns are exposed to all components of Brighter Bites programming to gain a well-rounded understanding of how a public health community nutrition non-profit operates.

Programming graduate internships *may be* offered in three cohorts – fall, spring, and summer (dates vary based on city). Positions are available on an as-needed basis and as such are not guaranteed in all cohorts or in all cities.

Applicants who can commit to the full school year (fall + spring cohorts) preferred, but candidates who can commit to only one semester are also encouraged to apply.

#### Position Description

- Collaborates with Brighter Bites staff in the field and office.
- Completes specific projects pre-determined by the city internship manager (at least 50%), and presents project results to the Brighter Bites team as appropriate by deadline to be determined by manager upon acceptance.
- Assists Program Coordinators and Associates with fieldwork (50% or less), including, but not limited to:
  - Working and communicating effectively with site contacts, site volunteers, and families to create a friendly, fun, and health-conscious environment and to offer guidance and support for nutrition and culinary inquiries.
  - Participating in the bagging process, including setting up, bagging produce, monitoring volunteers, initiating and participating in clean-up efforts, delivering bags to teachers' classrooms, and distributing bags and educational materials to parent and community volunteers.
  - Participating in the distribution process, including setting up, recording family participation on rosters, distributing nutrition education materials and produce to families, playing educational games with children, administering surveys to parents/guardians, and helping families to their cars.
  - Motivating site staff, volunteers, and families to engage with Brighter Bites staff.

- Assisting Brighter Bites staff with student nutrition lessons, nutrition material development, and fieldwork photography, as needed.
- Assists team with additional projects on an as-needed basis.

## Requirements

- Enrollment in a graduate degree program, preferably related to public health or nutrition.
- Commit to a minimum of 8 hrs/week Monday – Friday, OR the minimum determined by the city internship manager to complete project goals; a mix of fieldwork & office/remote work.
- Must be available to complete fieldwork during regular school hours and meet with project leads virtually during regular business hours.
- Must communicate in a timely manner by checking email daily.
- Conversational Spanish language skills are a plus.
- Must be able to travel independently to office and school sites around the city area.
- Must submit a direct deposit authorization form along with backup documents if submitting mileage reimbursement.
- Must be able to lift boxes/bags weighing up to 50 pounds each on a continuous basis.
- Displayed interest in nutrition education, public health, dietetics, food justice, culinary arts, and/or childhood obesity prevention.
- A passion for sharing the power of fresh food with others, especially elementary age children in an educational setting.
- A positive and energetic attitude.
- Exceptional customer service skills.
- Basic culinary, math, and computer skills.
- Ability to provide proof of required vaccinations if required by CDC or a specific school district.

***To apply, please submit the [Programming Internship Application](#).***

Brighter Bites provides equal opportunities to all interns and applicants for internships and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of internships, including recruiting, placement, termination, and training.