

MEET EACH NEED WITH DIGNITY



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Home Garden Program Internship Program Overview

Last year MEND launched a program that built food producing gardens at the homes of 72 families in and around Pacoima. Families additionally received gardening training, mentorship, enrichment workshops, as well as fruit trees from Tree People. We are happy to announce that this Fall we will be building gardens for 25 new families, while continuing to provide support and workshops for last year's participating families. MEND has been a catalyst for change within the Northeast Valley community for the past 40 years, currently providing emergency food, clothing, medical, dental, and education and training services to upwards of 42,000 individuals every month. The Home Garden Program is an extension of the MEND Food Bank, which serves an average of 23,000 individuals every month, and offers a meaningful opportunity to move some of those families towards self-reliance. MEND is seeking a qualified intern to be a part of this effort to sustainably impact hunger and food security in the Pacoima community.

Intern Description

The intern, working with the Garden Program Coordinator and Foodbank Assistant Director, will work with current community partners, volunteers and essentially the core team of people responsible for moving the program forward. With a program of this scope there is a lot to do to keep it organized. The intern will be instrumental in maintaining recordkeeping on the participating families through our database. The intern will also help with outreach and the participant enrollment process. They will help coordinate the garden building days, and will take the lead on volunteer coordination/communication for the program as a whole. And if they are knowledgeable about gardening they will be able to serve as a garden mentor as well. There will be lots of opportunity for the intern to take on responsibility and exercise leadership ability given their willingness.

Qualifications

- Bilingual (Spanish and English) written and verbal communication skills is a plus but not required
- Ability to work with diverse families of all age groups, and low-income communities
- Willingness to work outdoors and engage in manual labor
- Willingness to work some non-traditional hours and Saturdays
- Ability to work as part of a team and as a group leader

- Minimum a years' experience or education in a related field that includes but is not limited to healthy living, community organizing, community gardening, environmental justice and sustainability
- Valid driver's license and reliable transportation

Responsibilities

The mentor(s) will be called upon to fulfill the following responsibilities:

- Assist in outreaching to prospective participating families, community partners and/or organizations
- Lead and assist in organizing volunteer groups during Garden Building days, Program Recruitment Days, and family home visits
- Provide logistical support and complete general administrative duties as needed, such as tracking participating families
- Develop and sustain excellent relationships with participating families and volunteers
- Help promote healthy and sustainable lifestyles among participating families
- Assist in training volunteers

Time Requirement

Schedule is flexible, and will be partly determined by need. As with any similar position more time given is appreciated and beneficial, but the minimum time being asked is **10 hours per week**.

Work Environment

Work will be performed both at the MEND Center in Pacoima, and at the homes of participating families, so the intern will need their own mode of transportation. The office situation at the MEND Center is a shared one, so flexibility is requested.

***To apply please email resume to laura@mendpoverty.org**