

Rutherford County Extension Intern

Location: Rutherford County

Program Areas: Agriculture, 4-H Youth Development, Family & Consumer Sciences

Project Title: Extension Programs for Youth & Adults

Immediate/Site Supervisor: Jeff Bradley, County Extension Director

Other mentors/supervisors: Tracy Davis, Cynthia Robbins, Hannah Bundy

Position

Description/Responsibilities:

Intern will assist Extension Agents in planning, promotion, implementation, and evaluation of educational programs.

Activities may include, but are not limited to, farm visits, nutrition and cooking classes, youth enrichment workshops, farmers' market events, and school and community garden activities.

Specific duties may include developing educational tools, exhibits, and promotional materials, as well as assisting clients, compiling data, assembling materials, and attending meetings related to local issues.

Preferred qualifications/previous coursework:

- Self-motivated
- Dependable
- Flexible
- Good organizational and communication skills
- Creativity
- Ability to work with a team is needed
- Effective use of technology (PowerPoint, Excel, photo/video, social media) is desired
- An interest in local foods and/or working with youth will be helpful

Benefits/skills student will gain through this internship:

- Will expand knowledge of Extension's mission and will experience all areas of Extension programs
- Many opportunities to practice leadership skills, public speaking, customer service, and program delivery
- Provide a variety of daily responsibilities, giving the intern valuable experience in problem solving, volunteer management, community outreach, and marketing