

N.C. Cooperative Extension
NC State University
2501 Founders Drive, Suite 120
Campus Box 7602; Patterson Hall
Raleigh, NC 27695-7602



Pender County Extension Intern

Location: Pender County

Program Area: 4-H Youth Development

Immediate/Site Supervisor: Liz Peterson

Other mentors/supervisors: Mark Seitz, CED; Tiffanee Conrad, Urban Horticulture Agent

Position Description/Responsibilities:

A successful candidate for this position will work with Pender County Extension agents to help coordinate and implement program activities and events throughout the summer. The intern will primarily work with the Extension 4-H Youth Development Agent on projects throughout the internship. To make a more well-rounded internship experience there will also be opportunities to work on projects with the Agriculture and Commercial Horticulture Agent, the Urban Consumer Horticulture Agent, the USDA SNAP Ed Nutrition Educator and the Empowering Youth and Families program assistant.

Job duties will include but are not limited to:

- Implement the 4-H Summer Fun program
- Plan and teach at least one of the 4-H Summer Fun Day Camps
- Assist in creating marketing tools for the 4-H program
- Attend Millstone 4-H Camp
- Attend NC 4-H Congress and other 4-H events throughout the summer
- Attend an Extension Advisory Council meeting, a Pender County Commissioners meeting
- Work with the Agriculture Extension Agent on summer field plot tests and sampling work as needed
- Write one or more press releases for the local newspapers and keep Pender County Extension's social media resources current
- Assist in program needs assessments by conducting surveys of Pender County residents and Extension clients
- Work with the Extension Youth and Families program to plan weekly family programs and events

Preferred qualifications/previous coursework:

- Have an interest in working with 4-H youth
- Working toward a degree in Agriculture Extension Education, Crop Science, Horticulture, Environmental Science, Child Development, Agriculture Education
- Teamwork skills are essential
- Ability to work independently to complete assigned tasks

Benefits/skills student will gain through this internship:

- Teamwork and relationship building
- Communication with elected officials
- Knowledge of County government
- Working with community partners
- Experiential learning
- Program planning and implementation

Additional Information:

Intern will work in the Pender County Extension office in Burgaw, NC. Our 4-H Summer Day Camps are typically 3-4 day camps each week focusing on agriculture, horticulture, food and nutrition, STEM and community development. Pender County Extension is located 25-30 miles from downtown Wilmington, NC. It is a diverse rural/urban county with agriculture mostly on the western side of the county and tourism and beach communities on the eastern side of the county. The intern will most likely have to find housing in the Wilmington/New Hanover County area although some short term rental space might be available in or around Burgaw.

