

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



Rutherford County Extension Intern

Location: Rutherford County

Program Area: 4-H Youth Development, Agriculture and Natural Resources, Family and Consumer Science, Rural and Community Development

Immediate/Site Supervisor: Jeff Bradley

Other Mentors and 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, gardening classes, youth enrichment activities, farmers' market events, and school and community garden activities.

Specific duties may include developing educational tools, creating exhibits/displays, co-teaching, and creating promotional materials.

Intern will also assist clients, compile data, assemble materials, and attend meetings or trainings related to local programming.

Preferred qualifications/previous coursework:

- Self-motivated, dependable, and flexible.
- Good organizational and communication skills, creativity, and ability to work with a team is needed.
- Effective use of technology (PowerPoint, Excel, photography, videography, social media, virtual teaching platforms) is desired.
- An interest in local foods and/or working with youth will be helpful.

Benefits/skills student will gain through this internship:

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

