



Campus Pantry Internship

The mission of the UMD Campus Pantry is to alleviate food hardship among UMD-College Park students, faculty and staff by providing emergency food to University of Maryland College Park students, faculty, and staff in need. Learn more about the Campus Pantry here:

<http://campuspantry.umd.edu>

Campus Pantry Interns will assist with the following projects and assignments:

- Distribute food to Pantry clients.
- Interact with and assist Pantry clients.
- Receive food donations and inventory Pantry supplies and food.
- Prepare and distribute additional resources to Pantry clients.
- Prepare weekly summaries of Pantry activities and semester reports of Pantry attendance.
- Support creation of marketing materials such as flyers, newsletter updates, and social media.
- Collaborate with on- and off-campus organizations to support the Pantry.
- Implement projects for the continued evolution and improvement of the Pantry.

Interns will work approximately 10 hours per week to reach a total of 120 hours. Interns will be required to work during Campus Pantry operating hours, including donation and food sorting shifts and food distributions. Interns will also participate in monthly seminars featuring campus and community speakers who work on food insecurity and various health issues. Past lectures have included the following speakers and topics:

- Quantifying Food Insecurity – Dr. Devon Payne-Sturges, Professor at the Maryland Institute of Applied Environmental Health and the Department of Epidemiology and Biostatistics
- Cultural Issues Around Food Insecurity – Dr. Psyche Williams-Forsen, Professor and Chair in the Department of American Studies
- Nutrition and Wellness – Sarah Wilson, Coordinator of Health and Wellness, University Health Center

Seminar speakers and topics may change as we finalize our 2017 schedule.

Qualifications: Campus Pantry interns must have strong analytical skills and attention to detail. Verbal communication and organizational skills are also essential. Interns should be aware of the sensitive, confidential nature of working with Pantry clients and be comfortable in a service setting. Familiarity with Microsoft Office (Word, Excel, and PowerPoint) is required. Familiarity with food service/food safety, nutrition, and social justice issues is a plus. Interns are also required to have a demonstrated commitment to service initiatives. Previous volunteer experience is required. Please describe this experience in your application. Examples of volunteer programs or experience include working with food pantries or food banks,



organizing or participating in food drives, service through religious organizations, or food service work.

Availability: Interns **must** be available during the following times:

- Mondays from 1:00 pm to 5:00 pm
- Four Hour Block on Fridays from 8:30 am to 5:00 pm
- TBA - One Hour Block for Team Meetings

Prerequisites: Interns are expected to have a strong interest in social justice, a professional work ethic, and a desire to make the campus more sustainable and equitable. Student staff must be committed to the mission of the Campus Pantry. In addition, interns must be disciplined and self-motivated as they will take the lead on their own projects.

Internship Credit: Academic credit may be available for this position. Students must talk with their academic advisor to see if internship credit is available through their academic department. Students are responsible for determining internship requirements, such as hours worked and any academic projects, as well as covering the tuition-related implications of accepting the internship. The Department of Dining Services will not pay for course credits.

To Apply: Please submit a resume, two references, your Spring 2018 schedule, and answers to the following questions to campuspantry@umd.edu. Please write "Campus Pantry Student Staff - Application" in the subject of your email. **Positions will remain open until filled.**

In your application, please submit answers to the following questions:

- Why do you want to work with the Campus Pantry?
- What are your qualifications for the position?
- Describe your previous experience with community service and/or food access and nutrition programs/projects.
- What specific ideas and goals do you bring to this position?

Application Timeline & Process - Positions will remain open until filled.

- Qualified applicants will be contacted via email.
- Interviews, in-person or online video conference, will be scheduled soon after.
- Position start date will be the first day of each semester.