Campus Pantry Student Staff / 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

Students working with the Campus Pantry will support the operations of the Pantry for approximately 10 hours per week at $10.25 per hour (for Summer 2018 and/or Fall 2018). Interns will be required to work during Campus Pantry operating hours, including donation and food sorting shifts and food distributions. Summer and Fall 2018 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.

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 must be available during the following times:

- Mondays from 1:00 pm to 5:00 pm
- 5 hours on Fridays between 9:00 am to 5:00 pm

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: Send an updated resume and cover letter describing your interest in the internship to campuspantry@umd.edu. Application materials should be submitted by March 26, 2018.

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?