The Campus Kitchen at Washington and Lee
Lexington, VA

Purpose of the Organization/ Program:

The mission of The Campus Kitchens Project is to use service as a way to strengthen bodies, empower minds, and build communities. At the Campus Kitchen at Washington and Lee we combat hunger and promote nutrition by recovering and reusing food that would otherwise go to waste into balanced meals for low-income members of the community in Rockbridge County.

CKWL began in 2006 due to the dedication of a senior student, Ingrid Easton. Easton graduated before operations officially began, but her legacy lives on. In March of 2010 CKWL served their 50,000th meal in the local community. Meals are served in partnership with fifteen community agencies in a manner that best serves their needs- hot congregate meals, refrigerated individual meals, and most recently backpacks of non-perishable food supplies. CKWL provides nutrition education and outreach to both children and adults, and uses its organic garden as a hands-on classroom to teach students healthy eating habits.

The focus of CKWL is hunger relief and leadership development, but our kitchen has become a leader in environmentally sustainable practices on campus and in the community. Each week we recycle over 1,000 pounds of food that used to end up in landfills. The food we are unable to serve, such as scraps and leftovers, are composted. CKWL is working to reduce waste, but with the additional purpose of using the available resources in our community to provide a needed service for the hungry in Rockbridge County.

For more information visit: go.wlu.edu/ckwl

Job Title or Position:

Summer intern for operations and program development (2 positions available)

Expectations/ Responsibilities of the Position:

The focus of the CKWL internships are: poverty reduction, non-profit management, nutrition education and sustainability. All positions will take a role in food recovery, cooking shifts, gardening and reporting. Interns will focus the remainder of their work in one of two areas:

- **Adult Outreach**: Take a leadership role in the CKWL shifts serving adults, teach nutrition classes for seniors at the local Y, and develop new programming opportunities for our partners.

- **Youth Outreach**: Take a leadership role in the CKWL shifts serving children, including management of the summer Backpack Program. Teach nutrition classes to CKWL’s summer camp partners. As opportunities arise, create new programs to meet the hunger or nutritional needs of area children.

Position will mold slightly to the specific interests of the intern(s) placed at CKWL.

Qualifications:
Intern(s) must be able to lift at least 30 lbs and work on their feet for significant periods of time (cooking shifts, food recovery, and gardening). Intern must be willing to interact with all CKWL clients, including adults with intellectual disabilities and mental illness, in a professional manner. Basic knowledge of Microsoft Office required. Intern must be willing to step into a leadership position as they manage volunteers at the kitchen. Intern must have a driver’s license.

Working Conditions:

Intern will work a regular 40 hour week, but some hours will fall outside a 9-5 schedule.

Dress should be casual but not inappropriate. Closed toed shoes and sleeves (not long but no tanks) required for kitchen work.

Transportation is a must for food delivery. It is preferable that intern can provide a car, and will be reimbursed for mileage.

Within the first two weeks of internship, intern(s) will become ServSafe certified as a safe food handler.

On Site Supervisor/Mentor:

CKWL Coordinator Jenny Davidson: jdavidson@wlu.edu or 540-458-4669

Supervision Plan:

Scheduled weekly meetings will ensure that intern and coordinator are on the same page. The majority of the work schedule will overlap with CKWL Coordinator. As intern gains confidence and necessary qualifications (ServSafe), intern will run shifts without the coordinator present. Coordinator is always on call for the kitchen.

Preparation:

Please contact Jenny to get a head start on studying for the ServSafe online exam.