Vermont Community Garden Network  
*Burlington, Vt.*  
www.vcgn.org

**Mission Statement:**
The Vermont Community Garden Network’s mission is to support and grow the state’s vibrant network of community and school gardens. We provide workshops, technical assistance, online resources, grants, and networking events for community and school garden leaders. Our hands-on programs offer basic beginning gardening education so that more people can feed themselves, their families, and their neighbors.

*We believe in the power of growing food together to strengthen food security and build community!*

**Internship Title:** Garden Education and Food Access Internship

**On-site Supervisor/Co-educator:**
Name: Jess Hyman  
Title: Executive Director  
Email: jess@vcgn.org  
Telephone: 802-861-4769  
Mailing Address: 12 North St., Suite 5, Burlington, VT 05401  
Physical Address (if different): (same)

**Additional Contact:**
*Indicate if there is someone other than the mentor that the Shepherd Internship Program staff should contact.*
The intern will be working closely with our Garden Education Specialist, who coordinates local programs. (This is a new position that will start in early 2015, so we do not yet have a contact name.)

**Duties/Project Description:**
*List the projects, expectations you have for this intern. You may bullet several types of projects in this section.*
The intern will be working on several of VCGN’s garden education and outreach initiatives. This includes preparing materials, assisting with program delivery, independent program delivery and outreach, documentation, assisting with evaluation, site research, and garden maintenance. The work takes place in the VCGN offices and at program sites in collaboration with staff, other interns, and program partners.

- **Primary project:**
  - Senior and intergenerational garden project – weekly gardening activities with residents at a senior housing site. This project may also include coordinating youth visits to the garden site and facilitating intergenerational gardening activities and storytelling. In addition, the intern will develop and implement site assessments for future senior

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gardening initiatives at housing sites and senior centers with a focus on food access. This will include site visits, interviews with staff and residents.

- Additional projects:
  - Gardens For Learning – support for sites around the state serving children at risk of summertime hunger with garden, cooking and nutrition activities.
  - Community Teaching Garden – garden education program for adults.
  - VNA Family Room Garden – weekly garden-based activities for New American and low income families.

Qualifications:
List qualities and skill sets are you seeking

- Interest in community-based gardening, food systems, food security, and/or community health.
- Basic gardening knowledge.
- Willingness to take initiative and motivation to seek new learning opportunities.
- Ability and interest to work with a variety of ages (potentially ranging from children through seniors) and backgrounds.
- Excellent communications skills; teaching and/or interviewing experience helpful.
- Comfortable interacting with English language learners and non-English speakers.
- Able and willing to work independently as well as in partnership with program staff and fellow interns.
- Ability to be flexible due to shifting needs of the program students, and gardens.
- Strong work ethic and ability to interact with the public in a professional and courteous manner.

Orientation Plan:
The intern will receive a basic orientation to the organization, program sites, and local food access/justice issues.

Supervision/Mentor Schedule:
The intern will work closely with program staff and other interns, attend weekly full staff meetings, and meet one-on-one with the ED regularly.

Non-English language requirement?
Specify language and level of proficiency needed.
No additional language skills required; French and/or African languages helpful. The intern must be comfortable interacting with English language learners and non-English speakers.

Working Conditions:
office space, computer, company car use if needed, etc.
The work will take place in the VCGN office, with a supplied computer, as well as at our program sites. Garden programming takes place rain or shine.

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Preparation:
List books, articles, etc. the intern should read prior to the summer.

- Food Security section of the Farm to Plate strategic plan: http://www.vtfoodatlas.com/plan/chapter/4-1-food-security-in-vermont
- We also have a list of community-garden-related articles to send to the intern.

Is the organizational accessible via public transportation? YES / NO
Our offices and some of our program sites are accessible by bus. Two of the sites are about ¾ mile from the bus stop and easily accessible by bicycle.

Does the internship require use of personal vehicle? No
The internship does not require a car, but it would be useful. Our local program sites are accessible by bike and the intern will have the opportunity to travel to sites outside of Burlington along with program staff.