



Nourishing the links between land and table
306 E. Wilson St. #2W • Madison, WI 53703 • 608-310-7836

Farm to School Summer Evaluation Internship

REAP Food Group

Internship Description:

The Farm to School Summer Evaluation Intern will work directly with REAP Farm to School staff and AmeriCorps members to facilitate and evaluate the USDA Summer Food Service Program (SFSP) operated by Madison Metropolitan School District (MMSD). The Summer Evaluation Intern will be responsible for supporting evaluation design, program facilitation, data collection and analysis to determine the success of this program at four SFSP community sites (Elver Park, Southdale Park, Leopold Park and Centro Hispano). The Evaluation Intern will engage children and families in the SFSP, working alongside three Summer Engagement Interns. This internship is an excellent opportunity for an individual looking to gain experience in program evaluation, data collection, analytics, and Farm to School programming. We encourage individuals with close ties to MMSD schools and/or Madison neighborhoods to apply. Those who are multilingual or multicultural, members of racial/ethnic minority groups, and persons with disabilities are encouraged to apply.

Responsibilities Include:

- Assist in the development and implementation of quantitative and qualitative program evaluations
- Prepare materials and facilitate surveying at REAP Summer Food sites
- Assist lead evaluator(s) from the UW with interviews and focus groups
- Analyze/Evaluate program participation and overall program effectiveness
- Assist with community outreach and program promotion in neighborhoods where the REAP Summer Food sites are located
- Interact with program participants in a welcoming and friendly manner
- Educate program participants on the SFSP and Farm to School topics, including sustainability, health/wellness, agriculture, etc.

Required Qualifications:

- Excellent written and oral communication skills
- Friendly, engaging, and warm personality
- Evaluation experience, including data collection, entry and analysis
- Experience developing surveys and compiling data
- Passion for working with children and families and interacting in a community setting
- Ability to work independently and manage one's own time effectively in a flexible work setting
- Ability to provide one's own transportation for work purposes
- Flexible and adaptable to changing work conditions



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Desired Qualifications:

- Experience in education, evaluation, data collection and/or nutrition
- Experience working with youth in an educational setting and/or families in a community setting
- Experience interacting with socially, economically and/or ethnically diverse populations
- Knowledge of Federal Child Nutrition Programs, including the SFSP
- Bilingual in English and Spanish

Hours:

The internship will run from June through August 2018 and will require up to 20 hours per week for 10 weeks (early-June start date). The intern will need to be available from 11am-2pm Monday-Friday to lead evaluation programming during the 8 weeks of the SFSP, mid-June through mid-August. Additional hours can be spent on a flexible schedule at the REAP office or working remotely. Occasional evenings and weekends may be required.

Additional Information:

Intern will receive a stipend of \$1,000 for the summer.

Application Procedure and Deadline:

Please submit the following to rossc@reapfoodgroup.org by April 13, 2018:

1. Cover letter stating your interest in the Summer Evaluation Internship and how your qualifications align with this position
2. Resume
3. Contact information for two references

Supervisor: Ross Cohen, Farm to School Program Coordinator

Email: rossc@reapfoodgroup.org