



WWW.GORGE GROWN.COM PO BOX 752, HOOD RIVER, OR 97031 P : 541-490-6420 F : 541-386-1203

**Gorge Grown Food Network  
Hood River Farmers Market Intern  
Position Description**

**DIVERSITY STATEMENT FOR HIRING**

Gorge Grown Food Network is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, disability status, protected veteran status or any other characteristic protected by law. We have a commitment to diversity, equity and inclusion in our work and create opportunities to interact with people who live, think, act, and speak differently than ourselves.

**ORGANIZATIONAL OVERVIEW**

Founded in 2006, GGFN's mission is to build a resilient and inclusive regional food system that improves the health and well-being of our community.

**HOOD RIVER FARMERS MARKET BACKGROUND**

The **Hood River Farmers Market** is a well-established farmers market, founded in 2006. With an average customer attendance of 850, and over 1,000 customers per day in peak season, the market is a fast-paced but rewarding environment. There are about 40 vendors at the peak of the season.

The Hood River Farmers Market is held every Saturday 9:00 am – 1:00 pm from May – the third week in November in the 5<sup>th</sup> and Columbia Parking lot in downtown Hood River.

**RESPONSIBILITIES**

We are seeking an energetic Farmers Market Intern(s) to support market operations, promotion and special events.

Key Responsibilities Include:

**Assist in planning, developing and executing special market events:**

- The Farmers Market Intern will primarily be responsible for facilitating youth activities at the market and supporting the Power of Produce (POP) Club- a program that provides a fun opportunity for children to engage in the local food system through conversations directly with farmers, educational games and demonstrations, and exposure to new fruits and vegetables
- The Farmers Market Intern may also help coordinate and facilitate cooking demonstrations, farmers market tours, and other special events

**Contribute to market promotion:**

- Assist in the development and execution of social media and marketing campaigns
- Gather social media content from vendors and customers (quotes, photos, stories)
- Distribute flyers and marketing materials while tabling at the market or other local events

**Support on-site market operations:**

- Attend markets regularly during the internship period
- Assist in compiling of market data including customer attendance and surveys
- Aid market staff in set up and take down of market booth
- Support miscellaneous tasks

Other projects may be completed as agreed upon by the intern(s) and Gorge Grown Food Network. The Farmers Market Intern(s) report to the Farmers Market Manager.

#### **DESIRED SKILLS & QUALIFICATIONS**

- Knowledge of/ passion to learn about cooking, nutrition, local agriculture, and/or farmers markets
- A friendly, outgoing nature
- Comfortable and willing to actively participate in the community; desire to work with children is a plus
- Working knowledge of Microsoft Office, Google Docs and email communication
- Creative problem solving skills
- Reliability, punctuality, and the ability to work well with others
- Strong communication skills
- Ability to lift 40lbs
- Conversational level of Spanish language

#### **HOURS**

Approximately 8 hours per week, 2 to 4 weeks per month. Intern will need to be available for *most* market dates: Saturdays, 8am – 2pm. Additional hours may be flexible and fulfilled remotely.

#### **COMPENSATION**

This is an unpaid internship but rewards include a vibrant workplace, immersion in the local food system, nonprofit environment and greater community. Hours can be flexible to allow intern option of having a concurrent paying job and/or attending school.

#### **INTERNSHIP GOALS & LEARNING OUTCOMES**

The Farmers Market Intern will:

- Gain an understanding of the inner workings of nonprofit organizations
- Learn what goes into operating a successful farmers market and business including:
  - Marketing, booth display and promotional practices
  - Vendor relations and customer service
  - Tracking metrics, collecting data, analyzing information, reporting findings etc.
- Develop teaching skills through youth activities and cooking demonstrations
- Gain experience in program development, implementation and documentation
- Hone teambuilding and communication skills
- Develop a greater understanding of local agriculture and small farms in the Columbia Gorge
- Learn how Hood River Farmers Market strives for inclusion and equity through food access programs like Veggie Rx, WIC, Power of Produce Club for youth, and SNAP Match
- Learn how farmers markets promote the health and well-being of our community
- Discover why farmers markets are key to a thriving local economy
- Create new relationships with community members, farmers, and partner organizations

#### **START DATE**

Saturday, June 2<sup>nd</sup> – may be flexible for the right candidate(s)

#### **APPLICATION INSTRUCTIONS**

Submit a resume, letter of interest and 2 references to [communications@gorgegrown.com](mailto:communications@gorgegrown.com) by May 7<sup>th</sup>. In your cover letter, make sure to address any pertinent experience, including professional and personal experiences that are relevant to this position.