



miOttawa Department of
Public Health



Farmers Market and Public Health Intern

Summary of Position:

This internship would be a combined position between both the Grand Haven & Spring Lake Farmers Markets (managed by The Chamber of Commerce) and the Department of Public Health. The main focus would be on Prescription for Health—a collaborative program in the Tri-Cities area that increases access to healthy foods for individuals at the Farmers Market, along with the Power of Produce Kids Club—a kids program that encourages healthy eating habits. The position would also provide support to the Market Manager during Farmers Market hours and require office time at both organizations. Internship must be completed for college credit.

Hours:

The internship would run from April 2017—August 2017. Intern will be required to be at the Farmers Market for the following days and times:

- Wednesdays from 7:30am—1:30pm in Grand Haven (starting in June)
- Thursdays from 8:30am—2:30pm in Spring Lake (starting in June)
- Saturdays from 8:30am—1:30pm in Grand Haven (starting in May)
- Prescription for Health enrollment sessions (May 31, June 1, June 3—all are 11:00-11:30am)
- Other office hours as scheduled/needed

Responsibilities:

- Manage, support and/or assist with the Grand Haven Farmers Market and the Spring Lake Farm & Garden Market including, but not limited to, the Power of Produce Kids Club, Prescription for Health, Garden Heroes, supporting the Market Manager, activities and events, as well as educational sessions and farm tours
- Market and promote events (public speaking, print marketing, event calendars, social media, etc.)
- Attend and support the patient enrollment sessions for Prescription for Health
- Conduct follow up phone calls to Prescription for Health participants at least two times throughout the program (or as needed)
- Complete a project-end report, detailing successes and challenges of the various programs
- Research recipes and other items requested by management or Farmers Market patrons
- Attend regular meetings between Department of Public Health and the Farmers Market Staff

Knowledge & Skill Requirements

- Communication skills—oral, written, etc.
- General computer knowledge—e-mail, Microsoft Office, Social Media
- Organization and time management skills
- Knowledge of Farmers Markets, dietary needs, health, etc. preferred

Compensation:

This is an unpaid position with the opportunity for a stipend. Internship must be completed for college credit.

Apply:

To apply, send cover letter and resume to Mary Sherman at msherman@grandhavenchamber.org.