

Farmer's Market and Public Health Internship Spring/Summer 2022

Overview:

This internship would be a position between both the Grand Haven & Spring Lake Farmers Markets (managed by The Chamber of Commerce) in partnership with Ottawa Food. The focus would be promoting and facilitating the various food assistance programs we offer, marketing the Farmers Markets, event planning and providing support to the Market Manager during Farmers Market hours. Additional office time outside of Market hours would be required as seen fit by supervisors. If you are interested in public health issues, event programming, or just love Farmers Markets in general, this could be a great fit for you!

Responsibilities Include:

- 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, SNAP, Double Up Food Bucks, 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.)
- Data entry
- Develop or collect items to be given out to food assistance users (recipes, healthy lifestyle tips, etc.)
- Attend regular meetings between Ottawa Food and the Farmers Market Staff

Knowledge & Skill Preferences:

- Communication skills—oral, written, listening, non-verbal, etc.
- Computer skills—Microsoft Office, internet and e-mail
- Analytical and problem-solving skills
- Organization and time management skills
- Close attention to detail
- Knowledge of the programs and services available through The Chamber
- Proficient in Social Media— Facebook/Instagram/Tiktok
- Previous event planning, customer service and marketing experience
- Experience with Canva or other design programs is a bonus
- Professional dress and demeanor
- Knowledge of Farmers Markets, dietary needs, health, agriculture, Ottawa Food Programs etc. is preferred

Hours:

The internship would run from May 2022—August 2022 (or longer if the intern prefers). Intern will be required to be at the Farmers Market for the following days and times:

One intern on Wednesdays from 7:30am—3:30pm at Grand Haven Market (starting in June)*

One intern on Thursdays from 8:30am—4:30pm at Spring Lake Market (starting in June)*

Interns would alternate Saturdays from 7:30am—1:30pm in Grand Haven (starting in May)

Other office hours as scheduled/needed

*Times reflect Market hours plus additional office hours after Market day ends

Compensation:

This is an unpaid position with the opportunity for a stipend. Internship must be completed for college credit. A great opportunity for student who want to go into public health, nutrition, or related careers.

Apply:

Please send cover letter & resume to Antoinette Martin amartin@grandhavenchamber.org by March 31, 2022.

About the Organization:

The “go to place” for community and business information for over 100 years, The Chamber of Commerce Grand Haven, Spring Lake, Ferrysburg provides business assistance, networking opportunities and advocates for more than 700 Northwest Ottawa County member businesses. In addition to contributing to the tourism that supports Northwest Ottawa County's economy, Chamber-sponsored Community Events also add year-round enjoyment for residents and visitors.