



ALLEN

NEIGHBORHOOD CENTER

Farmers Market Intern May 2018 – August 2018

The Allen Farmers Market is a project of Allen Neighborhood Center (ANC), a 501(c)(3) organization in Lansing, Michigan. Since 2004, the market has served as a community hub where neighbors can find locally grown and produced foods, ready-to-eat dinner options, and a convivial atmosphere in which to socialize and build community. The market is held every Wednesday year-round: outdoors in the ANC parking lot from late May – October, 2:30-7pm; and inside the Allen Market Place from November – early May, 3-6:30pm.

ANC is offering an unpaid internship to those interested in farmers market management, communications, and community development.

Internship Activities

- Promotions: post on social media, design print ads, distribute other materials (e.g. posters)
- Conduct visitor and vendor surveys and compile data
- On-site assistance to the Market Manager during market days
- Back-end assistance to Market Manager such as event planning and reporting

Qualifications

- Commitment to serve 10-15 hours per week, December/January 2017 to December/January – 2018. Semester internships are also available.
- Desire and ability to engage with a diverse group of people, particularly those living in low-income neighborhoods.
- Enthusiasm for local food and the Lansing community.
- Ability to perform the physical tasks necessary to run an outdoor market in all types of weather. Can Lift up to 45lbs
- Ability to function independently and in a team environment.
- Familiarity with social media and basic photography.
- Good written and oral communication skills.

We are able to partner with academic institutions to provide this internship for college credit.

How to Apply

Submit a cover letter and resume to Internship/Volunteer Coordinator: Pa Vang
volunteer@allenneighborhoodcenter.org, 517-999-3919.

More information about the Allen Farmers Market can be found on our

Website: <http://allenneighborhoodcenter.org/food/market/>

Facebook page: <https://www.facebook.com/AllenFarmersMarket/>