



## **Job Opportunity**

### **High School Internship – Urban Agriculture Interpreter I**

### **NEIGHBORHOOD HOUSE OF MILWAUKEE, INC.**

**JOB PURPOSE AND REPORTING STRUCTURE:** Under the direction of Health Initiatives Manager and Urban Agriculture Lead, the Urban Ag Interpreter I is responsible for providing a safe and nurturing educational experience for our summer camp participants. This seasonal, 32 hour per week position, April/ May -August 25, 2017. The Interpreter I assists with the delivery of Neighborhood House of Milwaukee’s Lead and Learn: Urban Ag I summer camp program at primary site, our Nature Center in Neosho, Wisconsin and other partners. The Interpreter I will work as a teammate with other Lead and Learn staff to deliver high quality educational programs for youth aged 5-14 years, through weekly summer camp programs and some community programming in collaboration with a variety of community partners. The Internship requires a final project to be completed by last day, and must be approved by Program Lead.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** (In addition other duties may be assigned):

- Work in full cooperation with the Neighborhood House team, including other staff, interns, and volunteers
- Complete NH Training
- Participate in weekly staff meetings
- Develop and complete Intern project
- Share in all logistics of program development and delivery, (i.e. prep, clean up, paperwork, land management, etc.)
- Communicate clearly and in a timely manner with supervisor, particularly related to safety
- Project a positive image through proper uniform, attitude and presentation both in the field and office
- Collaborate with professionals from other agencies/organizations, as needed
- Submit prepared lessons, activities and supply lists to Program Lead at least 2 weeks in advance of program, if required

**EDUCATION AND EXPERIENCE:**

- Proven interest working with children in outdoor setting
- Experience gardening; weeding, plant care and overall land management tasks is preferred
- Work independently and in a team setting
- Ability to travel on foot up to 2 miles on varied terrain and work outside 75% or time
- Valid First Aid/CPR Accreditation a plus
- Open/strong communicator
- Physically able to lift 50lbs
- Passionate about urban agriculture, social justice, sustainable farming and energy conservation
- Good work ethic, prompt and regular attendance
- Flexibility and willingness to accept new tasks
- Ability to work evenings and weekends on occasion



**HOURS AND SALARY:** This a limited term employment position, with approximately 32 hours per week Monday – Saturday 8-4:30pm, April/May – August 25. The hourly wage range is \$8 - \$9.00. **There are four job openings.**

**APPLY:** Please submit application, resume and cover letter, with **3 references (1 from a Teacher/Professor)** to [shazelwood@nh-milw.org](mailto:shazelwood@nh-milw.org) and [nespy@nh-milw.org](mailto:nespy@nh-milw.org). **Deadline to apply is March 24, 2017.**

### **Requirements for Interview**

- Bring portfolio if available (not a requirement).
- Explanation of why you should be selected for this internship?
- How this internship will help you reach or short-term/long-term goals?
- Prepare and present 5 to 10 minute educational lesson, and provide us with a written copy.

### **Neighborhood House History:**

Established in 1945, the mission of Neighborhood House of Milwaukee (NH) is to build a strong community by strengthening individuals, families, and the neighborhood. With over 70 years of service, we're one of Milwaukee's oldest service agencies. At NH, we believe a brighter future begins with a positive vision. Our programming opens doors for people and empowers them to improve their lives and realize their dreams. We serve over 3,000 children and families each year. Our International Learning Center, the largest refugee education effort in the State of Wisconsin, brings important refugee, citizenship and ESL services to more than 500 individuals and their families annually. Finally, our 93-acre nature center and preserve in the central Kettle Moraine of Dodge County is a key part of the strong environmental ethic that is part of our overall efforts.

Neighborhood House primarily serves a highly-impooverished central city neighborhood bounded by 35<sup>th</sup> Street on the west, 20<sup>th</sup> Street on the east, Cherry Street on the north, and Wisconsin Avenue on the south. Our services are based in our home on Richardson Place, but we also work from multiple locations in the region. More info is available at [www.neighborhoodhousemke.org/](http://www.neighborhoodhousemke.org/).