



2024 Partridge Creek Farm Internship Opportunities

To apply:

- *Fill out the [2024 Internship Application](#) by March 18th.*
- *Email your **resume** and **cover letter** by March 18th to Allison Stawara allison@partridgerefarm.org*
- *You will be notified no later than March 20th about scheduling an interview.*
- *Positions will be finalized the week of April 8th.*
- *Additional questions regarding the internship and application can be sent to the email above.*

Purpose: Partridge Creek Farm (PCF) is seeking hardworking and passionate individuals to support organizational operations and programming. PCF is a small non-profit educational farm located in Ishpeming, Michigan with a mission to provide a local and sustainable food system. We are a small team, and each year rely heavily on the reciprocal relationships with university partners and volunteers to ensure our community continues to thrive.

Mission: We are building a healthy, prosperous, and empowered local community through food and wellness education.

Vision: We envision a community that grows its own food and everyone has access to equitable, culturally relevant, and nutritious fresh food choices.

Goal of Internships: Partridge Creek Farm's goal is to provide on-the-job training that supports the learning and understanding of local community food systems, and sustainable growing practices.

Expectation of Interns: All interns are expected to commit to a multi-week program in Ishpeming, Michigan. Please see descriptions below for dates and hours associated with each position.

What PCF will commit to providing:

- A working environment with learning opportunities which may include but not limited to growing, community organizing, permaculture, youth education
- A stipend based upon position role and length of time
- Opportunities for class credit (if applicable)
- One-on-one evaluations and feedback, given two times throughout internship
- Access to fresh vegetables
- Tools and equipment not listed in role description
 - Hand tools, harvest tools, work gloves, etc.
- Office space for personal item storage
 - Fridge for lunch storage



Internship Role Descriptions

Please read through each role description and specify in the application (linked below) which position you are applying for. If you are interested in more than one, you may choose multiple internship options.

In addition to filling out the internship application, please email a cover letter and copy of your resume to Allison Stawara (allison@partridgerefarm.org)

Intern Application: [2024 PCF Internship Application](#)

Summer Internships

Farm and Garden Internship (4 positions available)

May 14th-August 15th (28 hours/week)

\$625 stipend and course credit (if applicable)

Direct Supervision: Allison Stawara, Farm Manager; and Danielle Sidor, Community Gardens and CSA Manager

Role Description: Plant and maintain 5 PCF garden sites and the Intergenerational Farm site. Activities include but not limited to, transplant production, planting, watering, weeding, soil amending. Participate in the harvesting, washing, packing, and delivery of produce through CSAs (Community-Supported Agriculture) distribution, wholesale accounts, and community donations.

Additional roles:

- Supports with weekly community, volunteer, and educational days
- Supports Education and Outreach Coordinator with farm to school activities as needed
- Supports with farm tours and corporate volunteer days as needed

Role Requirements:

- Familiarity with vegetable, fruit, herb, and/or flower production, preferably in organic systems
- Ability to lift 40 pounds and work in variable weather (heat, cold, rain, snow) for up to 8 hr/day
- Work gear required: closed toed shoes, rain gear, sun protection, water bottle
- Personal car highly suggested, reliable transportation to Ishpeming required

Extended Internships

Media and Marketing Internship (1 position available)

May 14th - November 1st (8-10 hours/week)

\$500 stipend and course credit (if applicable)

Direct Supervision: Camden Kinnie, Communications and Marketing Vista

Role Description: Will spend the growing season creating a bank of edited and organized content that can be utilized by the PCF staff throughout the off-season. This person will be responsible for taking pictures and



videos throughout the growing season and will work closely with our Communications and Marketing Vista to send out a monthly newsletter and ultimately create a video that will be used for an End of Year Fundraising Campaign.

Additional Requirements:

- Experience working with cameras and creating engaging content (i.e. editing photos...)
- Personal Car highly suggested, reliable transportation to Ishpeming required
- Attendance of PCF Events and farm/garden/school activities is required to capture content/media
- Must create a video to be used for the End of Year Campaign
- Create a monthly PCF Newsletter to send to the community

Education Internship (1 position available)

May 14th - November 1st (8-10 hours/week)

\$500 stipend and course credit (if applicable)

Log Observation hours (if applicable to students in Education Program)

Direct Supervision: Mary Antonia Andronis, Director of Programs and Partnerships

Role Description: Works with the Education Coordinator and Director of Programs and Partnerships to carry out weekly Farm to School lessons in the Spring (garden), Summer (summer camp), and Fall (garden/indoor learning). This position will also help with modifying the curriculum for the Farm to School program and will help with community programs. The goal of this position is to strengthen the connection between the youth and community in Ishpeming and PCF and provide access to food education through hands-on learning.

Additional Requirements:

- Passion for connecting with community members and youth
- Ability to lift 40 pounds and work in an active environment for up to 8 hours/ day
Work in the Ishpeming Middle School Garden is required as needed
- Personal Car highly suggested, reliable transportation to Ishpeming required

Farm and Garden Internship Extension (2 positions available)

September 3rd-November 1st (10 hours/week)

\$250 stipend

- Based on intern performance and interest, we are able to offer a paid fall position that extends the roles/responsibilities of the summer Farm and Garden internship into the fall semester.
- We will work with fall class schedules and farm needs to schedule work times.