

JOB TITLE	Farm Intern - DRAFT
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DEPARTMENT	Procter		
DATE REVIEWED:	10/2024	FLSA STATUS:	EXEMPT
REPORTS TO	Direct: Procter Co-Executive Director: Facilities and Agriculture	Indirect: Canon Jodi Baron	
SUPERVISES	n/a		
JOB SUMMARY	As a ministry of the Diocese of Southern Ohio, Procter’s mission is to embody and teach creation care, spiritual growth, hospitality and belonging while working to become beloved community together. Procter Farmhands support this mission and the ministry of Procter Farm. Farmhands are responsible for assisting the Resident Farmer in the planting, harvesting, and upkeep of the Procter market gardens, fruit trees, livestock, greenhouse, and high tunnel, under the direction of the Co-Executive Director: Facilities and Agriculture, and according to the standards set forth in the Procter Center Farmer’s Almanac, in alignment with the mission of Procter Center. Procter Farmhands are also a seasonal intentional community within the larger Procter community. Farmhands and all farm staff will meet weekly for a time of spiritual reflection and fellowship.		
ESSENTIAL FUNCTIONS	The Farmhands will work closely with the Resident Farmer and Co-Executive Director: Facilities and Agriculture to perform the following functions: ● Farm planting and production schedule and rotation of crops. ● Daily check-ins with leadership ● Maintain compost piles ● Assist in maintaining fruit trees throughout the season, pruning, keeping their area free from weeds, and treating with organic sprays as necessary. ● Keep the garden beds free from weeds and pests throughout the season ● Ensure Livestock is properly housed and cared for, enclosures are safe and clean, always providing ample water. Protecting livestock from predators when necessary. ● Improve the soil quality in the garden beds using cover crops and introduction of organic material and compost ● Assisting the starting of seeds in the greenhouse and transplanting seedlings, direct sewing in the garden beds when appropriate. ● Support the sales and delivery of the Community Supported Agriculture (CSA) program. ● Work farmer’s markets ● Participate in ongoing educational opportunities to learn about and implement sustainable farming techniques.		

	• Support the farm as a program area for guests and summer campers. • Attend weekly community gatherings for spiritual reflection and fellowship • And other duties which may arise from title to time as may be assigned to Employee
MINIMUM QUALIFICATIONS	KNOWLEDGE AND/OR EXPERIENCE • College degree or comparable experience in a related field • Be familiar with the outdoors and sustainable agriculture.
	JOB SPECIFIC COMPETENCIES • Confident public speaker. Ability to lead groups on farm tours and an excitement to speak about sustainable farm practices
	COMPUTER SKILLS • Basic word processing • Basic social media • Experience using Google Calendar
	CERTIFICATIONS/LICENSES/REGISTRATIONS • Must be First Aid/CPR certified • Must be up to date with Safe Church and DSO Anti-Racism trainings (these will be provided upon hiring) • Must sign the Procter Living on Camp and Community Code of Conduct documents
CORE VALUES	• Demonstrated respect and affinity for people – in particular kids - and a desire to help them learn and grow in an outdoor environment. • Willingness to learn about Episcopal creation care values • Genuine desire to expand their education and agricultural skills, and eagerness to share their love for the environment. • Enthusiasm, maturity, initiative, sense of humor, flexibility, and team spirit. •
PHYSICAL REQUIREMENTS / WORK ENVIRONMENT	PHYSICAL REQUIREMENTS • Ability to lift and carry 30-50 pounds • Visual ability to identify and respond to environmental hazards • Physical ability to operate basic maintenance and site equipment • Physical mobility and endurance to respond to emergencies or programs that may require hiking or traveling distances up to 1+ miles on trails or in wilderness areas • Comfortable using power tools and motorized equipment, or willing to learn • Comfortable driving a truck and tractor, or willing to learn WORK ENVIRONMENT • Must be adaptable to work inside and outside • Must live on site WORK SCHEDULE • Most weekends during market seasons

Job Description

	• Attend community gatherings once a week • Attend daily chore check-ins TRAVEL REQUIRED • You will need to be able to drive for this position. <i>Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.</i>
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The above information is intended to describe the most important aspects of the job. It is not intended to be construed as an exhaustive list of all responsibilities, duties and/or skills required in order to perform the work. Management may, at its discretion, assign or reassign duties and responsibilities at any time.

Reviewed by Incumbent: _____ Date: _____