

About the UConn Extension Summer Internship Program

Gain valuable professional in-the-field experience in your chosen career discipline in one of the following 24 summer internship opportunities, at an in-state Extension office location, including such diverse occupational areas as:

- Food
- Nutrition
- Health
- Sustainability
- Research
- Agribusiness
- Youth Education
- Community Development
- Marketing

Get paid while learning and working in a career-oriented role. Most of these roles are for an average 18-20 hours per week over the 10 week summer period with some requiring a bit of weekend and/or evening hours, although these circumstances vary by position. Some of these positions for employment are contingent upon the successful completion of a pre-employment criminal background check.

UConn Extension is the premiere public engagement program at the University of Connecticut. Extension has eight offices in strategic locations statewide as well as the Sea Grant office at the Avery Point campus and the administrative office on the Storrs campus. Extension programs cover the full spectrum of topics related to food, health and sustainability. Programs delivered by Extension reach individuals, communities, and businesses in each of the 169 municipalities across the state. Extension has approximately 100 faculty and staff in the Department of Extension with another 20 faculty and staff with partial Extension appointments in the academic departments of the UConn College of Agriculture, Health and Natural Resources.

1. Fairfield County Extension Center

Internship Supervisor: Heather Peracchio MS, RDN, CD-N

Approximate dates: May 18 – August 21, 2019

Varies depending on programming, 15 hours/week

An intern working in community nutrition programming in Fairfield County will have the opportunity to work with two federal nutrition programs EFNEP (Expanded Food and Nutrition Education Program) and SNAP-Ed (Supplemental Nutrition Assistance Program Education). Responsibilities and opportunities will include teaching small and large groups, working with adults and children, conducting cooking demonstrations and assisting in preparing materials for programs. This internship will provide an opportunity to engage in hands-on education with the public. The EFNEP program works in the community to help income-challenged parents to learn how to shop for and make nutritious meals and snacks, all for better health and quality of life. An intern would help prepare and assist with implementing a 10-week EFNEP gardening and nutrition program with parents and children in Norwalk, CT on an organic community farm. The intern would also participate in the EFNEP UConn Soccer and Nutrition research project. Other projects may include EFNEP youth programming for summer camps, SNAP-Ed nutrition education for seniors, as well as nutrition education for the public at the farmers' market. Reliable personal transportation required. Please anticipate and be

available to travel within Fairfield county (Bridgeport, Danbury, Norwalk and Stamford), assist with programs during the day or in the evenings (at least 1 evening until 8pm most weeks) and 3-4 Saturday mornings over the summer. The ideal candidate will be in pursuit of a health or nutrition field career, have prior experience working with youth, customer service experience and have an interest in food or gardening. This will be an ideal summer experience for a student planning to pursue a degree in nutrition or dietetics, apply for a dietetic internship, and/or plans to become a Registered-Dietitian Nutritionist.

2. Fairfield County Extension Center

Internship Supervisor: Molly Basak-Smith MS, RDN

Approximate dates: May 18 – August 21, 2019

Varies depending on programming, 15 hours/week

An intern working in community nutrition programming in Fairfield County will have the opportunity to work with the EFNEP program (Expanded Food and Nutrition Education Program). Responsibilities and opportunities will include teaching small and large groups, working with adults and children, conducting cooking demonstrations and assisting in preparing materials for programs. This internship will provide an opportunity to engage in hands-on education with the public. The EFNEP program works in the community to help income-challenged parents to learn how to shop for and make nutritious meals and snacks, all for better health and quality of life. An intern would help prepare and assist with implementing EFNEP nutrition programs for adults in the community and youth programming for summer camps. Reliable personal transportation is required given the nature of the job position. The intern must be able to travel independently within Fairfield County. Please anticipate and be available to travel within Fairfield county (Bethel, Bridgeport, Danbury, Norwalk and Stamford), assist with programs during the day or in the evenings (at least 1 evening until 8pm most weeks) and 3-4 Saturday mornings over the summer. The ideal candidate will be in pursuit of a health or nutrition field career, have prior experience working with youth, customer service experience and have an interest in food or gardening. This will be an ideal summer experience for a student planning to pursue a degree in nutrition or dietetics, apply for a dietetic internship, and/or plans to become a Registered-Dietitian Nutritionist.

3. Vegetable Entomology Extension Intern

Dr. Ana Legrand. Asst. Extension Professor. UConn Storrs campus location.

Vegetable Entomology Extension Intern

What will be the intern's specific task/project responsibilities?

Intern will work with Dr. Legrand in developing extension educational materials and assisting in extension outreach activities like extension field days and Bug Week events.

Intern will become part of the summer team in Dr. Legrand's lab and will also provide some assistance in applied research projects that gather information used in extension work.

When will you need the intern (provide specific and detailed date ranges and work times)?

First week of June 1 to Aug. 7. 20 hours per week. Work time 8am – 12 pm but there is flexibility to arrange for other patterns.

What will be the top two or three learning objectives for the intern?

- Intern will learn about integrated pest management research and extension activities.
- Intern will learn about identification and management of important vegetable pests.
- Intern will learn about design and organization of educational documents and extension outreach activities.

Desired qualifications:

- A high level of interest to learn about insects, biological control, sustainable agriculture and amenable to spending time outdoors during the summer.
- Driver's license

4. Intern Title: Extension Website Designer/Developer Intern

Location: Haddam Extension Office (Preferred) or Storrs

Supervisor: Kara Bonsack, Graphic Designer/Web Developer, CAHNR Department of Extension

Time needed: The expected time in the office would fall within the office hours of 8am – 5pm (if intern prefers to work more hours a day for less week days, or less hours a day for more week days, we are flexible.)

Position Description:

The intern will be a part of the website/design team that includes the supervisor Kara Bonsack (Haddam location), Stacey Stearns, Program Specialist (Storrs location), and other Extension specialists. The intern will inventory all Extension program websites, and update content on selected websites. Updates include development of new pages, template updates, design/page layout, and text changes.

Phase I: The intern will inventory and perform a needs assessment of all Extension websites. A prioritized list of needed website updates will be created by the website/design team, based on the inventory and needs assessment. Various factors including time constraints, website owner involvement, and Department priorities will all be considered when determining the prioritized

list. Extension websites already using the University's Aurora website platform will be given priority.

Phase II: The intern will participate in design and/or development implementation. The intern will be involved in communications between supervisor, Stacey Stearns and website owners.

Phase III: Completion of phase I and the implementation of Phase II will help expand website design and development opportunities for future summer interns.

Responsibilities:

1. Review University website standards (supplied by supervisor, as needed).
2. Review all Department of Extension program websites for quality of content, and University requirements.
3. Inventory existing Extension program websites, and rate them on a scale of no/low needs through critical updates necessary. (Scale will be based on predetermined criteria by Extension staff/faculty prior to intern start date.)
4. Work with the website/design team to develop a more detailed needs assessment of selected websites, based on the above inventory.
5. Work with the website/design team to create a plan of action.
6. Present design/development solutions based on the plan of action.
7. Implement changes to Extension program websites, as approved by the website/design team.

Skills Needed:

Necessary skills include knowledge of University website standards and the University's Aurora (WordPress) platform (training will be provided during the internship, as needed). Existing knowledge of WordPress and plugins will make the transition to Aurora easier. Knowledge of HTML, CSS and Adobe Photoshop.

The goal of the website improvements is to provide Connecticut communities accurate, relevant, and visually pleasing online content. Ideal candidates excel in website development and/or graphic design. Interns with digital media, marketing, and/or communications experience will also be considered.

Learning Objectives:

- Gain experience working on existing websites using the University's WordPress platform Aurora.
- Learn how to manage various client requests and how to effectively promote website best management practices.
- Gain experience working in a team setting and with multiple clients.
- Gain experience managing time by learning to set priorities in order to accomplish goals.

5. Connecticut River Estuary Aquatic Invasive Plant Steward Intern

Supervisor: Nancy Balcom (Senior Extension Educator, UConn Extension and Associate Director/Extension Program Leader, Connecticut Sea Grant)

Location: UConn Avery Point campus in Groton, will supervise this position. The intern will also be working with Judy Preston, CT Sea Grant Outreach Coordinator for the Long Island Sound Study. The project title is: ***Connecticut River Estuary Aquatic Invasive Plant Steward***

What will be the intern's specific task/project responsibilities?

The lower Connecticut River is recognized as an internationally significant estuary that provides habitat for rare and endangered plant and animal species, as well as migratory and resident birds and fish. It harbors critical natural resources within a complex of tidal marshes, coastal forests, and the mainstem of the Connecticut River. The recent and dramatic influx of aggressive aquatic invasive plant species – specifically *Hydrilla* and water chestnut (*Trapa natans*) – has raised significant concerns about the threat from these species to the long term integrity of this tidal river complex.

The Extension intern will organize, coordinate, lead and assist with aquatic invasive plant identification (predominantly *Hydrilla* and water chestnut), control, removal and public outreach in the lower Connecticut River estuary (Middletown south to Long Island Sound). This position will require someone with the interest and capability to 1) be outside, on the water and physically active for extended periods of time in the summer 2) their own transportation 3) outgoing personality sufficient to engage volunteers and work with local partners 4) ability to plan and coordinate with partners and volunteers. Following safety training, the use of a kayak, roof carrier, paddle and life preserver will be provided to promote participation in aquatic plant removal efforts. Intern will kayak with other individuals in a work party or with a partner to scope for new invasive occurrences.

When will you need the intern? (provide specific and detailed date ranges and work times)

June 15, 2020 - August 21, 2020 (ten weeks); 20 hours a week; 4 days x 5 hours, including a weekend day, *or as needed and agreed upon.*

What will be the top two or three learning objectives for the intern?

Collaboration: there are a number of local partners (Regional Council of Governments, non-profits, Land Trusts, marina owners, etc.) that may want to be involved in the effort to address the issue of aquatic invasive plants in the estuary. Others will want (or need to be) informed of these efforts.

Implementing Stewardship Actions: getting results will rely on planning skills, ability to motivate and coordinate others, and, ultimately, ability to get the work done.

Public Outreach and Education: how to engage people in the understanding of how and why this stewardship is important, and how they can help. This can include creative ideas, such as the use of social media, or creating social gatherings. Ideally, the Extension intern will write up a summary explanation of their efforts over the season for use by UConn Extension, Connecticut Sea Grant and the Long Island Sound Study.

6. Financial Literacy for Youth and Young Adults

Supervisor: Faye Griffiths-Smith, Associate Extension Educator
Family Economics and Resource Management

Location: New Haven County Extension Center, North Haven

Project Title: Financial Literacy for Youth and Young Adults (FLY)

The intern will assist the educator with projects related to financial literacy for youth and young adults as part of a 10-week internship through the New Haven County Extension Center. The student will work approximately 20 hours per week generally between the hours of 9:00 am and 5 pm. The intern will work two seven-hour days and one six-hour day each week. The proposed starting date would be May 22nd. The internship is anticipated to be completed by August 6th, 2020. Please note: The intern will not be working the week of July 20th.

The FLY intern will support the UConn Extension Financial Education Program and the extension educator by:

- A. assisting with the continued development of an online financial game for UConn students designed to increase their financial knowledge in preparation for life after college. Student input will help make the game relevant to students' lives today. The intern will also assist in script refinement and researching prices and other options for some of the features of the game.
- B. identifying, organizing, and helping in the development of curricula to support summer youth employment programs with financial education for young workers. The intern will also assist in the development of materials and assist the educator at workshops when possible.
- C. working to support the supervisor in her role as incoming president of the Connecticut Jump\$tart Coalition for Financial Literacy for youth and young adults. The intern will support efforts related to planning a financial education conference and workshops for teachers, newsletter, social media messaging, reports, and meeting agendas and related materials.
- D. developing social media messaging and use simple animation software in creating short videos for the Connecticut Saves Campaign and formulating a draft marketing campaign to encourage college students to plan for their futures by saving money for their goals.
- E. research financial literacy related topics and prepare materials as assigned.

Requirements for the Position:

- Must have own means of transportation to work in the North Haven at the UConn Extension Center.
- Should be a proficient communicator who has excellent writing and verbal skills and is attentive to detail.
- Proficient in Microsoft Office and social media.
- Prime candidates for this position should be enthusiastic, reliable, and have an interest in community engagement and education.

The intern will have an opportunity to work the educator and potentially with program partners as a team while under the supervision of the educator as well as some independent work. Through the

internship, the student will hone their communication and social media skills and gain knowledge about community outreach programming.

Learning Objectives for the FLY Intern

- To identify and explain the factors that impact personal financial beliefs, values, and attitudes
- To clearly articulate the importance of financial knowledge in the life of a young adult
- To increase knowledge of personal finance issues likely to be faced by recent college graduates

7. Connecticut Trail Census Summer Internship

Supervisor contacts: Laura Brown, Community & Economic Development Educator - New Haven County Extension Center, & Charles Tracy, Connecticut Trail Census Coordinator, Middlesex County Extension Center

Office location: Remote. Weekly online meetings (computer required) will be required and some travel around the state may be required to fully participate in the program. Interns will have the opportunity to be present in an office in New Haven or Haddam as needed but the majority of the work hours will be self-managed.

Background:

The Connecticut Trail Census www.cttrailcensus.uconn.edu is a statewide volunteer data collection program intended to inform a better understanding of multi-use trail use in the state of Connecticut and to make this important information available to trail user groups, administrators, government agencies, and the general public. The goals of the project are to understand when, who, how, and why people make use of Connecticut's multi-use trail, educate trail user groups, administrators, state and local government agencies, and the general public about trails and their impacts, obtain multi-year information about trail use, user demographics, economic impacts, and trail amenities for identification of patterns and trends, to promote active citizen participation in monitoring and understanding the value of trails, and to encourage sound trail building and maintenance programs based on data.

Tasks/Responsibilities:

As part of the CT Trail Census project, this internship will involve assisting with all aspects of the Trail Census including input of and basic analysis of survey data, drafting communications, and assisting with educational programs. In particular, the student will be involved with 1) the implementation of a new QR code based survey deployment and short term infrared counts on trails throughout the state, 2) gathering and reviewing trail data in for the new CT Trail Finder website portal, and 3) helping to prepare outreach for a social media campaign on the value of Connecticut's trails (economic, public health, recreation, tourism, transportation). The student should have the ability to read and summarize literature, excellent communication, writing and organizational skills, and ability to work effectively independently. There will be opportunities for sharing this scholarly work with peers through a peer reviewed journal piece, presentations, conferences and webinars.

Date ranges and work times: Remote. Weekly online meetings (computer required) will be required and some travel around the state may be required to fully participate in the program.

Interns will have the opportunity to be present in an office in New Haven or Haddam as needed but the majority of the work hours will be self-managed. Dates and work hours will be mutually agreed upon at the start of the internship.

Learning objectives:

- Understand concepts and protocols for measuring, recording and publishing the impacts of state and community outdoor recreation facilities;
- Learn about the multiple values of community and long-distance shared use trails;
- Learn how state agencies partner with local and private conservation organizations to advance and promote outdoor recreation.
- Enhance their skills in educational communications (writing and verbal presentation skills) for a public audience

In addition to assisting with the required learning documentation and resume review, Charles Tracy and Laura Brown will work closely with the intern to discover key learning objectives and interests within the scope of the Trail Census project. We have found weekly meetings to be very successful (our leadership team currently meets weekly by WebEx) and we would envision the intern participating in these meetings. We would also encourage the intern to participate in Trail Census trainings, meetings and activities around the state providing them with connections and career contacts in our program partner organizations such as the Department of Energy and Environmental Protection, the Connecticut Forest and Park Association and the National Park Service. We will also support the student in identifying additional related learning and career opportunities following the internship experience.

8. Environmental Education (EE) Intern

Position Description

Supervisor's name, title, office location and the intern's proposed project title:

- Dr. Laura Cisneros, Assistant Extension Professor
- Storrs Campus, Young Bldg.
- Environmental Education (EE) Intern

What will be the intern's specific tasks/project responsibilities:

UConn Natural Resources Conservation Academy (NRCA; <http://nrca.uconn.edu/>) comprises innovative conservation programs that engage teens and adult volunteers in natural resource science and mapping technology. The NRCA challenges traditional models of leadership, increases innovation and capacity to implement environmental solutions, and crosses age and ability boundaries to develop a more inclusive and equitable environmental sector. We are looking to further that mission by incorporating more undergraduate student leaders into the development and running of NRCA programs. This internship position will be a pilot of undergraduate-lead environmental programming. The EE intern's responsibilities will be to:

- Assist with developing hands-on field activities, lessons and materials for UConn Natural Resources Conservation Academy programs (NRCA; <http://nrca.uconn.edu/>) and the UConn Pre-College Summer (PCS) Environmental Conservation course (

summer.uconn.edu/academic-areas/environmental-conservation/). These programs cover a range of environmental topics, including wildlife & fisheries, water & green infrastructure, and forestry, but we are open to exploring environmental topics of interest to the EE intern.

- Implement environmental education programming in collaboration with the Supervisor and NRCA coordinators. The EE intern will primarily be involved with the PCS Environmental Conservation course (July 6-10), but there is potential for the EE intern to assist with other NRCA field experiences or workshops—which occur during non-standard work hours (e.g. weekends, overnight camp)—depending on the EE intern’s availability and interests.
- Demo training materials that future EE interns will receive to prepare them to develop and implement environmental education programming to diverse audiences and assist teen-adult teams as they conduct community-conservation projects. The EE intern will play a critical role in helping to develop these training materials.

- When will you need the intern (provide specific and detailed date ranges and work times)?
 - Minimally, the EE intern is needed from May 18-July 25, 2020. During this time, work hours will average 20 hours per week, but may be distributed unevenly depending on which programs the EE intern helps implement.
 - i. During non-environmental education programming weeks, the EE intern will complete their hours within the standard work week (e.g., Mon-Fri 9 am-5pm).
 - ii. During the PCS Environmental Conservation course (July 6-10), the EE intern will work Mon-Fri 9 am-5pm.
 - iii. If the EE intern chooses to assist with one or multiple NRCA Conservation Training Partnership workshops, the intern may substitute a 20hr work week for any of the workshops. The workshops occur on June 13-14, June 18-19 or June 27-28. CTP workshops are located off campus and travel will be provided. Work hours will vary depending on workshop location, but typically involve a 10 hour day.
 - iv. If the EE intern chooses to assist with the NRCA Conservation Ambassador Program (July 19-25), they will assist the weeklong and overnight (and lots of fun!) field experience. The EE intern will stay in the dorms, with the program coordinator, graduate mentors and student participants. Meals will be provided during this week. The EE intern may substitute two 20hr work weeks for the field experience.
 - v. Overall, hours during the May 18-July 25 period are flexible and can be negotiated to accommodate the hours that the intern will be working during non-standard work hours with the NRCA programs.
 - There is potential to extend the internship position for an additional 3-5 weeks for a total of 13-15 weeks (e.g. May 18-August 28). During the 3-5 week extension period following environmental programming (July 27-August 28), the EE intern would set their work hours to occur within the standard work week (e.g., Mon-Fri 9 am-5pm). Specific hours and how they are distributed across the weeks is flexible.

- What will be the top two or three learning objectives for the intern?

- Be able to develop and execute environmental education programming for diverse teens and adults.
- Learn field techniques and mapping technology used by environmental professionals and taught in the environmental education programs.

9. Community & Economic Development - Best Practices in Land Use & Economic Development Program Internship

Supervisor contact: Laura Brown, Community & Economic Development Educator - New Haven County Extension Center

Office location: Remote. Weekly online meetings (computer required) will be required and some travel around the state may be required to fully participate in the program. Interns will have the opportunity to be present in an office in North Haven as needed.

Background:

Extension programs in Community & Economic Development work in partnership with communities to engage, educate and build capacity of community residents, leaders and decision makers. This work helps residents, community leaders, and decision makers understand decision-making processes, respond to local needs and opportunities, and make informed decisions based on research. <https://communities.extension.uconn.edu/> This internship will focus on the Best Practices in Land Use and Economic Development program <https://www.cedas.org/Resources/CT-Best-Practices-In-Land-Use-and-Economic-Development/>, a community accreditation program for municipalities in Connecticut intended to drive communities to pursue excellence in land use and economic development practices and recognize communities that have established best practices. In October 2019, twenty four municipalities were certified through this program. The program is offered as a partnership between UConn Extension, the Connecticut Economic Development Association and the Connecticut Chapter of the American Planning Association.

Tasks/Responsibilities:

This internship will focus on development of educational materials related to the Best Practices in Land Use and Economic Development program in collaboration with the Connecticut Economic Development Association programs committee including but not limited to: development of case studies for inclusion in the best Practices library, public communications, about the program and assistance with administration of the program application process. The intern will work closely with the Community & Economic Development Educator to refine a work-plan based on her/his skills and interests.

Date ranges and work times: Weekly online meetings (computer required) will be required and some travel around the state may be required to fully participate in the program. Interns will have the opportunity to be present in an office in New Haven as needed as well as various program meetings and meetings of the Connecticut Economic Development Association Board in Rocky Hill but the majority of the work hours will be self-managed.

Learning objectives: Interns will:

- Gain/ broaden their understanding of community & economic development program implementation and related career opportunities
- Understand key concepts in municipal economic development practice
- Enhance their skills in educational communications (writing and verbal presentation skills) for a public audience

The intern will benefit from additional participation in program related trainings, meetings and activities around the state. The intern will have the opportunity to meet and gain connections and career contacts with program partner organizations such as the Connecticut Economic Development Association, the Connecticut Economic Resource Center, and job shadowing with community & economic development partners. We will also support the student in identifying additional related learning and career opportunities following the internship experience.

10. Master Gardener Program Intern, Hartford County Extension

Supervisor: Sarah Bailey, State Program Coordinator, Master Gardener Program, Hartford County Extension

Project title: “UConn Extension Master Gardener Program: Public Engagement”

1. What will be the intern’s specific task/project responsibilities?

Now more than ever, the UConn Extension Master Gardener program is an important resource to both home owners and non-profit organizations across the state. The scope of this project is to identify a plan to deeply engage the public in new ways in the following areas:

- a. Volunteer outreach activities
- b. Public support and education: Plant ID, Diagnostics (Plant Clinic)
- c. Current topics such as climate change and planting natives
- d. Master Classes

The plan will include specific action items for engaging the local community to join-in well beyond the current levels. We’ll select and carry out two to three action items within each area all while clearly communicating to the local community/public who we are and the value that the program provides. The benefits can be duplicated across the statewide program. Master Gardeners will participate alongside the intern in both the planning and action steps.

2. When will you need the intern (provide specific and detailed date ranges and work times)?

May 18 - August 14 12 weeks @ 14 hours / week

3. What will be the top two or three learning objectives for the intern?

Public engagement

Process improvement

Coordinate a team of volunteers to create and execute an important initiative.

All of these would be in conjunction with the Stamford coordinator of the Master Gardener program, Patricia Carroll. The intern would be based out of the program's Stamford location at the Bartlett Arboretum.

4. Benefits:

In addition to the learning experience gained for the intern, this project will benefit the program in two ways: increased public engagement in the above areas and financial gain by increasing attendance in Master Classes.

11. Local Agriculture Marketing & Outreach Internship

Supervisor: Jiff Martin, Associate Extension Educator, Sustainable Food Systems

Office Location: Vernon (and occasionally Storrs), with field work in Northeastern CT

Internship Title: Local Agriculture Marketing & Outreach Internship

Position Description:

In the summer of 2020 there will be a unique opportunity to assist with a new USDA grant-funded project promoting local food and farms in 23 towns of Eastern Connecticut. We will also be building on an existing project that promotes local farms called Taste of Mansfield. These two overlapping efforts will be an excellent opportunity to learn about community outreach, marketing, and communication in the context of local agriculture.

We are looking for someone to assist our field staff with project outreach and communication in farmers markets, at farm stands, and in community centers and gathering spaces (e.g. libraries).

Note - Our office includes an exciting mix of programs and projects related to agriculture and food systems, including: farm to school, food justice, local food promotion, beginning farmer training, IPM vegetable training, and food safety. Many opportunities to job shadow can be arranged if the intern expresses interest!

Responsibilities:

1. Assist with outreach and marketing related to the Growing Direct Sales for NE Connecticut Farmers project
2. Assist with baseline data collection from participating growers
3. Provide input and support to our communication activities, including developing content and photos for website, social media, and newsletters.

Learning Objectives:

- Learn about the challenges facing agriculture viability in the region, and how to work with farmers to boost their sales
- Learn how a marketing campaign is built and applied, including the use of targeted audience, messaging, and how to leverage influencers
- Learn about the nuances of promoting local food and agriculture, its opportunities and limitations
- Learn important skills in networking and town-level collaboration
- Gain experience and exposure to UConn Extension outreach and programming

Note: having access to own transportation will be needed for outreach activities.

Supervisors:

Jiff Martin, Associate Extension Educator in Sustainable Food Systems. Jiff is embedded in all activities of this project, and will meet with the intern in person in Vernon (or occasionally in Storrs) on a weekly basis.

Desk space in a shared office will be provided in Vernon to ensure strong in-person collaboration with other team members.

Timeline:

We envision that the work would begin in May and finish in August. This internship requires 190 hours total commitment, estimating 10 to 12 hours per week starting May 11 and finishing the week of Aug 10. If needed, the intern may work more hours for fewer weeks (e.g. 20 hours/week for 9.5 weeks), based on their unique needs and pending further discussion.

12. Extension Marketing Intern

Location: Storrs

Supervisor: Stacey Stearns

Position Description:

The marketing intern will work on the existing Ask UConn Extension campaign and can design, implement, and analyze a social marketing campaign on Extension. The target audience is do-it-yourself people and homeowners. Necessary skills include social media, design (Canva, InDesign, Photoshop, etc.), videography skills, marketing, and analytics.

The intern will work in the UConn Extension office in Storrs to develop marketing materials. The goal of the marketing initiatives is to increase awareness about Extension to new target audiences. Ideal candidates are marketing, communications, digital media and design, or agricultural resource economics majors.

Responsibilities:

- Develop and implement a social media marketing campaign around #AskUConnExtension.
- Market and promote the current #AskUConnExtension resources.
- Capture and analyze metrics for Ask UConn Extension marketing initiatives including social media, websites, and customer relationship management (CRM) system.
- Develop marketing initiatives using websites, email marketing and social media for a specified target audience (homeowners/do-it-yourself). Develop strategies to maintain the campaign after the internship ends.
- Create content for current Extension platforms. Examples include: website, YouTube videos, and publications.

Learning Objectives:

- Expand application of marketing concepts to challenges faced by Extension.
- Gain experience working in a team setting and with multiple customers.
- Enhance ability to analyze customer practices and attitudes.
- Strengthen ability to create messages/content and place in chosen media channels.

13. Middlesex County 4-H Intern

Supervisor: Emily McCabe Alger, Middlesex County 4-H Extension Center

Interns Proposed Title: 4-H Summer Assistant

Responsibilities: Work with 4-H Educator to conduct the summer activities in both the Middlesex County Program and the State 4-H Horse Program

I will need the intern from June 15- August 15 – work times will be negotiable depending on task

Learning Objectives:

To increase office and public communications skills

To increase database knowledge and use as it applies to the 4-H program

To increase marketing and media skills with regard to 4-H summer activities

I expect my summer interns to work independently under my guidance and finish tasks on deadline. Communication with both youth and adults is required in this position.

14. Tolland County 4-H Summer Intern

Under the supervision and with the support of the 4-H Program Coordinator, the Tolland County 4-H Summer Intern duties include:

Planning and implementing the 4 day 4-H Food Revolution summer program, recruiting and training volunteers, coordinating all activities and executing the daily programs. This is a great learning opportunity where the Summer Intern takes the leadership of planning and executing this very popular summer program.

Coordinating with the 4-H Fair Association and the teen 4-H Fair Board of Directors for the planning and execution of the Tolland County 4-H Fair. Duties include assisting with editing of the Fairbook, reviewing the registration of the 4-H youth exhibits for accuracy and contacting youth as needed to resolve any discrepancies, data entry, assisting with the planning, set up and management of 4-H Fair exhibits and programs. The Summer Intern interacts with a diverse group of youth and adults to help realize the annual county fair.

Previous experience working with youth, 4-H Fair Associations and familiarity with the MarTech Blue Ribbon Computer System is desired. Employment is contingent upon the successful completion of a pre-employment criminal background check.

The Tolland County 4-H Summer Intern position is from June 5, 2019 to August 13, 2020. The work schedule is Tuesday, Wednesday and Thursday from 8-2:30 with ½ hour unpaid lunch break for 18 hours per week with some flexibility in scheduling. The week of July 13 to July 17 will be fixed Monday- Friday schedule and approximately a 40-hour week as part of the 4-H Food Revolution Program. The Tolland County 4-H Summer Intern will report to the Tolland County 4-H office in Vernon CT.

15. New Haven County 4-H Summer Intern

Supervisor: Margaret Grillo

Office Location: New Haven County Extension Center, North Haven, CT

Responsibilities:

- a. Plan, implement and evaluate 4-H workshops on STEM and/or Healthy living for 10 -15 youth at a time. Workshops to be presented in local venues including libraries, recreation centers and the New Haven Extension Center as part of an outreach plan. These workshops will also support monthly mailings being sent to youth 7-12 years. Some of the presentations can be organized in a series (weekly or monthly) though June, July and August. It will also include developing a flyer and using social media to promote.

- b. One of the workshops will be to plan, implement and evaluate animal showmanship to be conducted mid-July. Responsibilities will include coordinating with two local volunteers – use of their farm and animals, obtaining workshop leaders, managing publicity and registration and supervision the actual day program.
- c. Help promote the 4-H program and recruit both potential volunteers as well as members. This will be done by planning and conducting informational activities at local libraries or farmers markets – draft flyer, offer hands-on activity. Assist with responding to requests from the public.
- d. Assist with conducting the Middlesex & New Haven 4-H Fair held at the fairgrounds in Durham July 31st - August 10th. Duties would include preparing supplies, contacting judges, assisting with training of both youth officers & adult volunteers, inventorying supplies, coordinating last minute needs and requests of participants and their parents. They will be expected to be at the fairgrounds the majority of the weekend (Aug 7-9) with minimal time off.
- e. Assist with current social media used by this educator –Facebook, county 4-H website, Instagram.
- f. Other duties jobs deemed appropriate.

Qualifications:

- Ability to manage groups - experience working with groups, youth & adults.
- Excellent written and verbal communication skills.
- Excellent planning and organizing skills.
- Willingness to help others develop skills and knowledge.
- Tolerant and respectful of individual differences.
- Familiarity with the 4-H program helpful but not necessary.
- Experience in youth development, teaching.
- An interest in sharing knowledge to enhance youth educational experiences.
- Excellent social media skills.
- Ability to work with county/local/community and state level professionals to share resources and opportunities.
- The ability to communicate effectively with 4-H staff, youth & volunteers.
- Able to work as a team member
- Able to work independently with minimal supervision
- Creative, flexible, organized and patient
- Effective problem solver
- Effective communication skills
- Networking skills

Learning Opportunities:

- Enhanced educational experiences in curriculum development, working youth and adults, collaboration with local agencies.
- Network opportunities in the county
- Enhanced professional development opportunities
- Increased knowledge and skills for implementing and managing programs.

16. New London County 4-H Program Intern

Supervisor: Pamela M Gray

New London County 4-H Program

Location: New London County Extension Center

Norwich, CT 06360

The Intern will assist the New London County 4-H Program Coordinator in providing outreach through the delivery of 4-H programs, assisting in the preparation and weekend duties of the New London County 4-H Fair, assist in 4-H promotion through social media, and assist in managing administrative duties as required by the 4-H program. They will lead 4-H experiential learning activities in community settings, such as libraries and churches.

The intern will learn planning, preparation, and youth/classroom management skills for outreach programs. Topics for 4-H programs include STEM and Nutrition/Healthy Lifestyle programs. They will learn to be proactive in planning for activities and programs and in working as a team player. They will learn communication skills, in reporting on their program, in communicating effectively with youth, and in working with community agencies to set up 4-H programs. There is a summer youth employment teen who will accompany the intern to community programs.

The right intern for the position understands the importance of reliability, enthusiasm, and cooperation. Prior experience working with children is expected, and familiarity with 4-H and/or the military an added bonus. This position provides valuable experience for students in education or family studies, or who wish to explore Extension outreach through families and youth.

The intern will need reliable transportation. NLC 4-H summer programs are held at various sites in the county. 4-H Military Partnership programs can be held in East Granby, Orange, and Hartford.

The New London County 4-H Program Coordinator and 4-H Military Partnership Outreach Specialist provide mentoring and guidance throughout the internship. We strive for an atmosphere of learning and doing. We keep an open dialogue with the intern so they can carry out their responsibilities within a safe framework but also be able to learn from mistakes and succeed in the future.

17. Hartford County 4-H Summer Intern

Supervisor: Jen Cushman, Hartford County 4-H Extension Educator

Hartford County 4-H Program Intern- Located in Farmington, CT

This intern will have the opportunity to engage in planning and delivery of the Hartford County 4-H Programs. Activities will include planning for the annual 4-H Fair, delivering educational programs, and community outreach.

Learning Objectives:

- Expand understanding of 4-H and other UConn Extension programs
- Gain experience in working collaboratively with youth and adults
- Strengthen skills in planning and implementation of education programming
- Develop networking skills

The Hartford County 4-H Extension Educator will meet regularly with the intern to monitor progress on projects and work with the intern to develop a meaningful internship plan with consideration to the intern's career interests.

Qualifications:

- Desire to work with youth and adults in an informal education setting
- Experience working with youth and adults
- Ability to work independently with limited supervision
- Effective communication skills
- Reliable transportation
- Prior experience with 4-H and education programming delivery (preferred)

This is an ideal experience for those interested in agriculture, education, family studies and communications.

Schedule:

This position will be based out of the Farmington office with time spent at the annual 4-H fair in Somers and 4-H Education Center at Auerfarm in Bloomfield. Intern must be available starting June 1 through August 19. Work times to be scheduled based on the intern's availability. The intern will work an average of 15 hours per week for 12 weeks. Some night and weekend hours are required.

18. Windham County Extension 4-H STEM Summer Intern

Extension Mentor/Supervisor

Marc Cournoyer

Name of the Internship

Windham County Extension Center: 4-H STEM Internship

Job Description

200 hour paid internship (*10 weeks at 20 hours per week*):

- 4-H Youth Development: 200 hours (*\$12.50 per hour*)
 - Under the supervision of Marc Cournoyer, 4-H Extension Educator

Intern will participate in UConn Extension community outreach programs by assisting Extension Educators in the areas of 4-H Youth Development as outlined below. They will also learn from other Center staff and through interaction with the public at the Windham County Extension Center and in other community based settings.

4-H:

- **STEM mini-camps:**
 - assist 4-H educator with facilitation of 4-H summer STEM outreach program to children/youth in town recreation/public library camps
- **County 4-H Fair:**
 - help 4-H members use leadership skills to plan and execute a successful fair experience
 - assist 4-H staff with planning, data management and securing necessary materials for all fair related activities
- **4-H Program:**
 - Assist 4-H educator with other program related tasks as necessary

Learning Objectives: Interns will demonstrate learning by:

- Developing a greater understanding of 4-H and other programs offered by UConn Extension
- Becoming confident in facilitating/leading programs with youth and community based audiences
- Learning more about UConn Extension's mission and possible career opportunities through participation in programs and interactions with Extension personnel

Time Commitment:

- The internship will run from late May – early August

Additional Requirements:

- Intern will be stationed at the Windham County Extension Center in Brooklyn, CT. He/she will be provided an independent office space with phone, computer and internet access.
- Must possess a valid driver's license and vehicle to assist programming schedule.
- Should enjoy working with children, youth and community groups.
- Occasional nights and weekend work required.

19. Litchfield County 4-H Summer Intern

Supervisor: William Davenport
Litchfield County Assistant Extension Educator
UCONN Extension
Torrington, CT

Project Title: Litchfield County 4-H Summer Intern

The 4-H Summer Intern works under the supervision of the 4-H Educator. The 4-H summer Intern will report to and work out of the Litchfield County Extension office in Torrington, CT.

Tasks:

The Summer Intern will:

- Be responsible for developing, planning for, teaching and evaluating programs at various summer recreational programs, day camps and other related settings throughout Litchfield County.
- Be responsible for helping to plan for, set up, organize, run, and evaluate the Litchfield County 4-H Fair to be held in Goshen on August 1st and 2nd, 2020.

Needs:

Proposed dates and times for the Summer Intern:

Tuesday, May 26, 2020 through Friday, August 7, 2020

Approximately 20 hours per week on average, generally 9 am to 3 pm each day on average.

Learning Objectives:

The Summer Intern will:

- Learn how to present and teach programs to children ranging in age from 6 to 12 years old, with a goal to reach no less than 500 children throughout the summer.
- Learn how the Litchfield County 4-H fair is managed, from planning, ordering supplies and awards, and coordinating work crews, members and adults, by working with Extension staff and 4-H volunteers.
- Learn how to properly evaluate both programs including suggestions for expanding and improving the outreach for the summer programs and the County 4-H Fair experience.

Additional Qualifications:

- Must have a valid driver's license, and must have a vehicle for work related travel
- Should have a desire to work with youth in an informal educational setting
- A working knowledge of the Litchfield County 4-H program is preferred

20. SUSTAINABLE TURF & LANDSCAPE EXTENSION PROGRAM INTERN

Supervisor: Vickie Wallace

Extension Educator, Sustainable Turf & Landscape

Location: NEW LONDON COUNTY EXTENSION CENTER, Norwich CT

A 10 week internship at the New London County Extension Office supporting the program objectives of the sustainable turf and landscape program. The internship will be 20 hours a week, with potential for additional hours, between June 8 and August 14. **The Sustainable Turf & Landscape program** provides Integrated Pest Management (IPM) and sustainable landscaping education. Educational training includes outreach and support of green industry professionals, including nursery producers and municipal and school grounds managers.

The intern will assist the Sustainable Turf & Landscape program coordinator:

1. **Assist in coordination of summer and fall educational programs on Sustainable Turf & Landscape topics.**

- Participate in workshop development and program coordination of UConn Turf Field Day, School IPM, Invasive Plant Conference, and other events: promotion, participant communication, registration, handout preparation.
 - Communicate with UConn team members. Participate in CT team meetings/conference calls.
2. **Support the development of a Connecticut Environmental Stewardship Certification Program.**
 - Help complete the writing, editing, and vetting of the certification document.
 3. **Coordinate and develop Sustainable Landscaping social media.**
 - Manage digital content: Identify, schedule and post social media messages.
 - Help develop new sustainable landscaping website content and organization.
 - Help compose program newsletters and reports.
 - Develop a social media strategy that will engage green industry stakeholders in sustainable landscaping.
 4. **Support and assist with applied turfgrass research trials.**
 - Visit UConn turf farm research plots monthly; assist with rating and/or maintenance of turf research plots.
 - Help prepare for UConn Turf Field Day.

Requirements for this position:

- Must have own means of transportation to work in Norwich at UConn Extension Center.
- Should be a proficient communicator who has excellent writing and verbal skills and is attentive to detail.
- Proficient in Microsoft Office and social media.
- Enthusiastic, reliable, and passionate about community engagement and education.
- A student with both strong writing skills and some experience/knowledge in either the horticultural or turf industry would be preferred.

The intern will:

- Gain experience and familiarity with programming for the CT Green Industry.
- Improve writing, website building, social media and other communication skills.
- Gain experience in preparation and execution of Extension Outreach opportunities.
- Learn how to work both independently and as part of a team.

The program coordinator will:

- Provide resources, equipment, and facilities that support learning objectives/goals.
- Assist the student in attainment of goals and objectives; mentor and guide the intern throughout the internship.
- Provide necessary training and orientation. Ensure the student is fully oriented to the agency, staff, policies and procedures.
- Provide written evaluation of the student intern.

21. New Haven County Extension Farmer's Market Nutrition Education & Food Demonstrations Summer Intern

Supervisor: Umekia R. Taylor, MS, RDN, CDN, Educator/EFNEP Supervisor

Office location: New Haven County

Project Title: Engaging Communities via Farmer's Market Nutrition Education & Food Demonstrations

Intern Tasks/Project Responsibilities:

- Assist with preparation of market recipe newsletters
- Assist with social media posts and live social media postings at Farmer's Market
- Gather necessary tools, materials as well as assist with food procurement for Farmer's Market
- Assist with Farmer's Market set up and breakdown (Saturday mornings in Meriden, dates TBA)
- Assist with participant surveys and census collection
- Attend Farmer's Market committee meetings and other community related meetings

Dates and work times:

- May 22 to August 27th, 2020 for 14 weeks
- Monday to Friday 11am to 3 pm; Saturdays (to be announced, 8 am to 12 noon; when market season dates are solidified, schedule will be Tuesday to Saturday during Farmer Market weeks)

Learning objectives:

- Intern will be able to identify three ways to engage participants at Farmer's Markets
- Intern will be able to discuss pro and cons of nutrition education at Farmer's Markets
- Intern will prepare one recipe/newsletter for Farmer Market participants

22. Community Nutrition/Clinical Outpatient Summer Intern

Supervisor: Sherry Gray MPH, RD, EFNEP Supervisor Hartford County Extension

Location: Farmington, CT

Intern Project Title: Community Nutrition/Clinical Outpatient experiences

Intern's specific task/project responsibilities

Will observe and assist with Summer program outreach via the Expanded Food and Nutrition Education Program – assist EFNEP staff in carrying out programs to families/youth in summer programs in Hartford, Bristol or New Britain. May take photos of programs for marketing of EFNEP and/or do program write up for newsletters. May develop program materials as needed at office location. Would assist EFNEP staff in carrying out summer youth or adult community nutrition workshops. May also shadow RD (Sherry Gray) at CT. Children's Medical Center in outpatient Genetics setting – including clinical shadow experiences in Metabolic clinics and follow up activities for patient population(inborn errors of metabolism). This would be at an office at 11 South Road in Farmington, CT. This experience would be a specialized interdisciplinary clinical experience operating out of the Genetics Service at CT. Children's Medical Center. As the Supervisor works out of both offices – this gives a unique experience in both community nutrition and outpatient clinical nutrition. **If the intern opted for only community nutrition experiences – could work primary in the EFNEP Program at the Extension office.** CT. Children's does require a criminal background check, verification of HIPPA training and documentation of vaccines for student shadow experiences that would need to be met; this

would be separate from the Intern application. This is time sensitive and would need to be done before the Internship began. This Internship would be a good experience for a Nutrition Undergraduate who would like exposure to both community and specialized clinical nutrition settings. The ideal candidate will be in pursuit of a health or nutrition field, have previous experience working with youth, and have an interest in food or gardening. This will be an ideal summer experience for a student planning to pursue a degree in nutrition or dietetics, apply for a dietetic internship and /or plans to become a registered-dietitian/nutritionist. The intern will need his/her own transportation.

Timing: Intern – Approximately 20 hours per week starting in mid- to late May to mid-to late July 2020

Learning objectives

- Gain awareness and understanding of the unique learning needs of low-income, multi-cultural audiences enrolled in EFNEP
- Gain understanding of the nutritional concerns of this population and how to best address outreach
- Gain some understanding of the nutritional needs of patients with metabolic disorders through clinical experiences at CT. Children’s Medical Center

Supervisor would meet with the Intern on a regular basis to answer questions, guide on any projects and adjust the experience to best meet their interests during the experience. Supervisor would be on site any day that the Intern would be working so that schedules overlap. Intern would also shadow two EFNEP Program staff in the Hartford Extension office – would drive to community sites for programs.

23. Center for Land use Education and Research (CLEAR) Extension Summer Intern

Supervision: David Dickson, NEMO Co-Director & Extension Educator, Middlesex County Extension Center, Haddam, CT.

Overview

The intern will work with several Extension faculty members of the UConn [Center for Land Use Education and Research](#), out of the Middlesex County Extension Office in Haddam, CT on a variety of potential projects. Potential projects the intern will assist with include the Natural Resources Conservation Academy, NEMO’s Stormwater Management program, and/or CLEAR’s Geospatial Training Program. The intern will have exposure to a wide range of projects and topics related to land conservation, stormwater management, climate change, and geospatial technologies. This is a 10 week, 24 hour/week internship.

Duties

The intern will meet with the supervisor or other CLEAR staff on a daily basis to identify projects to work on, receive advice and feedback on work undertaken, and stay on track with project deadlines.

Specific Duties: The CLEAR Summer Intern will:

- Help prepare for and participate in trainings (where appropriate)
- Assist in researching and developing content for CLEAR websites and webmaps
- Assist in developing mapping resources and other mapping-related projects
- Assist in researching the impact of CLEAR programs
- Attend weekly CLEAR team meetings

Learning Objectives:

- The intern will have exposure to a wide range of projects and topics related to land conservation, stormwater management, climate change, and geospatial technologies.
- The intern will develop an understanding of how to help municipalities balance protecting natural resources while still achieving other community goals.

Logistics

This is a 24-hour per week job that is envisioned as 3 days per week, but could be otherwise configured upon agreement with the supervisor(s). The intern's home office will be the Middlesex County Office in Haddam, CT, but there may also be work that will be located on the main UConn campus at the WB Young Building located in Storrs. The time period is 10 weeks, from early June to mid-August, but again some accommodation can be made.

24. Plant Diagnostic & Horticultural Intern

Supervisor: Abby Beissinger, Assistant Extension Educator & Plant Pathologist, UConn Storrs Campus

Position title: Plant Diagnostic & Horticultural Intern

Background information: UConn's Plant Diagnostic Laboratory and UConn's Home & Garden Education Center work collaboratively to solve plant health issues for Connecticut's home gardeners, farmers, greenhouses and nurseries, landscapers, and non-profits. Together, we receive over 4,000 phone call inquiries and 700 samples per year, with the majority of samples coming into our offices during the summer months. The Plant Diagnostic & Horticultural Intern will have the exciting opportunity to work on the front lines to assist in plant diagnostics, communicate to a wide audience about plant health, and (pending additional funding) design workshops and maintain a living classroom consisting of vegetable and pollinator garden beds.

Key Responsibilities: The Plant Diagnostic & Horticultural Intern will help support the summer activities of the Plant Diagnostic Laboratory and the Home & Garden Education Center. Key areas of support will include assisting with science communication efforts and intake of plant samples submitted for diagnostic services. The intern will help to manage the social media accounts (Facebook, Instagram), write blogs for the Plant Diagnostic Website (<http://plant.lab.uconn.edu>), organize the monthly Plant Diagnostic Summary (for an example, visit <http://plant.lab.uconn.edu/blog>), and prepare and/or diagnose physical samples submitted. Pending funding, the intern will design workshops and maintain a living classroom consisting of vegetable and pollinator garden beds (tools and mileage reimbursement will be provided). The living classroom will be used as an extension educational program, free and open to CT residents. The intern will have a leadership role in helping to plan the garden, ensure it is maintained as necessary throughout the growing season, and work collaboratively with Center staff to

develop educational materials. Applicants do not need to have experience with plant pathology, but knowledge of key concepts of horticulture, plant science, and soil science, as well as familiarity with New England horticultural plants is highly encouraged.

Learning Objectives:

1. Gain an understanding of how a full service diagnostic clinic and center function to serve the state and region's agricultural business and home gardeners.
2. Develop laboratory skills that are used to assist in plant diagnostic efforts
3. Develop science communication skills that are used to reach a diverse group of individuals.
4. Understand and identify communications methods that work and don't work, and make changes where necessary.
5. (Pending funding) Develop teaching skills used to educate individuals across a wide range of ages, abilities, backgrounds, and experience with gardening.

Position Timing: We seek an intern to start soon as possible after the semester ends, but not later than June 15th. The intern will be expected to work 20 hrs per week for 9 to 10 weeks.

Other:

In the beginning of the internship, the supervisor will meet with the intern to identify key areas of interest, and what skills the intern is specifically looking to develop. For example, a student might be more interested in science communication than learning the diagnostic process used to diagnose a plant sample. The internship will be tailored to the student's interest to ensure a successful and positive experience, and from there, a learning commitment will be developed.