



## **D.C. Free Summer Meals Program Planning and Promotion Intern**

### **Position Available**

D.C. Hunger Solutions, an initiative of the Food Research and Action Center, seeks a highly motivated and skilled individual to join D.C. Hunger Solutions as a Summer Meals Program Planning and Promotion Intern. Through advocacy, research, coalition-building, outreach, technical assistance, public education and program monitoring, the intern will work with DCHS staff to assist in the implementation, access and quality of the D.C. Free Summer Meals Program. This internship will be located in Washington, D.C. with some travel around the District required.

### **Organizational Background**

The Food Research and Action Center (FRAC) is the leading national nonprofit organization working to improve and implement effective public policies and public-private partnerships to eradicate hunger and undernutrition in the United States.

Founded in 2002, D.C. Hunger Solutions is a separately staffed and budgeted initiative of FRAC, seeking to end hunger in the nation's capital. By leveraging substantial available federal dollars and improving D.C.'s operations of federal and local nutrition programs, D.C. Hunger Solutions work has helped to feed tens of thousands of District residents struggling with hunger and has increased access to healthy, affordable food. D.C. Hunger Solutions also leads or plays a key supporting role in the efforts of the various anti-hunger and anti-poverty coalitions throughout the city (e.g., the D.C. Fair Budget Coalition, D.C. Farmers' Market Collaborative, the Language Access Coalition, the Senior Advisory Coalition, and the Mayor's Commission on Healthy Youth and Schools). For more information on D.C. Hunger Solutions, visit: [www.dchunger.org](http://www.dchunger.org).

### **Responsibilities**

- Increase the capacity and sustainability of the Summer Food Service Program to serve more children;
- Assist in the planning, site recruitment, and site retention of over 200 sites across the District;
- Work with key partners to coordinate promotion and outreach activities;
- Create or enhance curriculum and enrichment activities for SFSP-participating youth and/or teens;
- Recruit volunteers to assist in the implementation and maintenance of the program;
- Create social media content promoting the D.C. Free Summer Meals Program for DCHS's social media platforms; and,
- Support day-to-day operations of the D.C. Free Summer Meals Program.

## **Skills and Qualifications**

- Minimum of 2 years of college education.
- Good oral and written communications skills. Ability to present and speak in public.
- Detail-oriented planning and implementation skills.
- Willingness to work varied hours.
- Good organizational skills.
- Self-starter; ability to work independently.
- Excellent interpersonal skills; team orientation.
- Evidence of commitment to social justice; experience with Federal Child Nutrition programs a plus.
- Unquestioned integrity, a high level of energy, and a sense of humor.
- Experience with Microsoft Office Suite products with ability to use Excel for data collection.
- Experience with social media content creation and promotion (Facebook, Twitter, and Instagram), experience with Hootsuite a plus.
- Ability to travel around the city for meetings and events.
- Conversant in Spanish, a plus.

## **Benefits**

This internship may be done either to meet course /program requirements or as a volunteer. If this is done on a volunteer basis, FRAC will reimburse commuting expenses up to \$500.

## **Start Date**

The ideal candidate will be available to start in March for at least an 8-week internship. Interns would be expected to work at least 20-25 hours per week.

## **To Apply**

Send resume, writing sample (not to exceed three pages), and cover letter providing a summary of accomplishments and experience to:

D.C. Hunger Solutions D.C. Free Summer Meals Program Planning and Promotion Intern  
Food Research and Action Center  
1200 18<sup>th</sup> Street N.W., Suite 400  
Washington, D.C. 20036

E-mail : [employment@dchunger.org](mailto:employment@dchunger.org) (Please include “D.C. Free Summer Meals Program Planning and Promotion Intern” in subject line.)

Fax : 202-986-2525

## **Closing Date**

When filled. However, FRAC/D.C. Hunger Solutions seeks to hire a qualified individual as soon as possible.

FRAC is especially interested in candidates who can contribute to the diversity of the organization. FRAC is an equal opportunity, affirmative action employer. FRAC is firmly committed to a policy against discrimination based on sex, race, age, religious creed, sexual orientation, disability or ethnic or national origin.