



DCHS SNAP Outreach Intern

Position

D.C. Hunger Solutions, an initiative of the Food Research and Action Center (FRAC), seeks a highly motivated and skilled individual to join D.C. Hunger Solutions as a SNAP Outreach intern. The intern will support DCHS staff with outreach, technical assistance, and public education related to the Supplemental Nutrition Assistance Program (SNAP). The SNAP Outreach Intern will be trained by and work closely with the Anti-Hunger Program Associate for SNAP and Senior Hunger Issues. Most SNAP outreach will be done together and, on a few occasions, the SNAP Outreach Intern might conduct SNAP outreach alone. This internship will be located in Washington, D.C. with some travel around the District required.

Organizational Background

The Food Research and Action Center is the leading national nonprofit organization working to improve public policies and public-private partnerships to eradicate hunger and undernutrition in the United States. FRAC works in partnership with hundreds of national, state and local nonprofit organizations, public agencies, corporations and labor organizations to address hunger and food insecurity, and poverty as their root cause. FRAC engages in research, policy analysis and advocacy, dissemination and implementation of best practices, coalition-building and an array of communications strategies. As such, FRAC's works includes widely relied-upon reports and analyses, social media content and media tools such as news releases, op-eds and letters to the editor.

As the hub of anti-hunger advocacy, outreach, research, and public education work in the District of Columbia, D.C. Hunger Solutions plays a key leadership role in improving public anti-hunger programs and developing and promoting stronger solutions proposed by anti-hunger and anti-poverty groups and coalitions throughout the city. D.C. Hunger Solutions carries out its mission to reduce hunger and poverty and improve nutrition by: maximizing participation in the federal nutrition programs (SNAP/food stamps; WIC; school meals; and summer, afterschool, and child care meals); improving public policies to end hunger, reduce poverty, improve nutrition, and curb obesity; and increasing access to healthy, affordable food in low-income District of Columbia neighborhoods.

D.C. Hunger Solutions works to alert the public and policymakers about the extent of hunger and its adverse effects on health, learning, productivity, and well-being; to forge and implement workable solutions; and to engage a network of partners to make the federal nutrition programs accessible to all those who are in need.

Responsibilities

- Distribute information on the Supplemental Nutrition Assistance Program (SNAP) - formerly known as the food stamp program
- Screen D.C. residents for SNAP eligibility
- Assist clients with completing the SNAP application and obtaining supporting documents

Targeted SNAP Outreach

At D.C. Hunger Solutions, the focus of our SNAP outreach efforts includes *seniors, people with limited-English proficiency (LEPs), and low-wage earners*. The SNAP Outreach intern will help us scale our efforts and increase SNAP participation in the District among these groups by conducting SNAP outreach at:

- Community events (health fairs, jobs fairs, summer fairs, etc. – resource fairs broadly)
- D.C. Housing Authority Resident Complexes
- Senior wellness centers and other senior-focused locations

Additionally, the SNAP Outreach Intern will perform the following office-based tasks:

- Follow up with clients via phone, email, and USPS mail
- Assist with the completion of SNAP applications over the phone
- Process completed applications and documents (scanning and saving materials to hard drive, plus keep track of outreach numbers with Salesforce/Excel)

Skills and Qualifications

- Minimum of 2 years college education.
- Familiar with the D.C. Community (especially Wards 1, 4, 7 and 8).
- 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 and ability to work independently.
- Excellent interpersonal skills.
- Evidence of commitment to social justice.
- Unquestioned integrity, a high level of energy, and a sense of humor.
- General knowledge of SNAP or other federal nutrition programs.
- Compassionate and respectful of the needs of clients and prospective applicants.
- Experience with Microsoft Office Suite products with ability to use Excel for data collection.
- Ability to travel around the city for meetings and events.
- Basic knowledge of social media platforms such as Twitter, Facebook, and Instagram.
- Proficiency in speaking and writing Spanish is 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 start and end dates of the internship are flexible; however, the ideal candidate will be available for a 10-week internship. Interns are expected to work at least 20 - 25 hours per week.

To Apply

Please email cover letter and resume, along with 2 references to: employment@dchunger.org. Please include “**DCHS SNAP Outreach Intern**” in subject line.

FRAC is an equal opportunity, affirmative action employer. FRAC is firmly committed to a policy against discrimination based on age, sex, race, religious creed, sexual orientation, disability or ethnic or national origin.