

**Servant Leadership Summer Internship Placement Site  
Job Description Information Sheet  
Summer 2024**

**Organization Name:** Wholesome Wave Georgia

Address: 777 Cleveland Avenue, Suite 400, Atlanta, Georgia 30315

Phone: 404-551-5996

Web site: [www.wholesomewavegeorgia.org](http://www.wholesomewavegeorgia.org)

Internship Supervisor:

Alex Duncan, Fresh for Less Program Manager

Supervisor's contact information including e-mail:

[alex@wholesomewavegeorgia.org](mailto:alex@wholesomewavegeorgia.org) - Tel: 404-823-5434

*Organization's Mission Statement:*

Wholesome Wave Georgia's (WWG) mission is to make fresh, healthy, locally-grown produce affordable and available to all Georgians. We steward a network of farmers, neighbors and community partners who believe affordable access to fresh, healthy, locally grown food creates a more inclusive, nourishing, and loving food system in which everyone prospers.

*Summary of organization's primary programs and services:*

In 2009, WWG launched its Fresh For Less program, a SNAP nutrition incentive program that matches SNAP benefits (also known as food stamps) dollar-for-dollar with incentive dollars to spend on fresh and local fruits and vegetables at participating local food outlets. Through Fresh For Less, every \$1 spent in SNAP benefits becomes \$2 to spend at a Fresh For Less partner site. In 2024, the Fresh For Less program is available at over 80 participating farmers markets, farms, mobile markets, and brick-and-mortar retailers across the state.

WWG also achieves its mission through its SNAP Connection program, wherein we offer free public benefits application and renewal assistance to

Georgians, and Food For Health, a produce prescription program for low-income community members who have or are at-risk for diet-related illnesses.

*Intern's title:* Community Outreach Intern

*Number of interns requested:* **2**

*Internship project/job description (please include a virtual/socially distanced option if possible):*

Working with the Fresh For Less (F4L) team, the intern(s) will primarily support on-site outreach activities and customer survey data collection at Fresh for Less (F4L) Partner Site locations. This is a hand-on, community-facing role that will provide direct experience and interaction with local food systems and the communities WWG serves.

Customer survey events are held during our partner sites' days and hours of operation, which vary by site. Events will be scheduled in advance and in consideration of the intern's availability. Most events will occur in the metro Atlanta area but there may be a few opportunities for overnight or weekend travel. Mileage to and from outreach events will be reimbursed at 67 cents per mile. **We request a weekly commitment to a Saturday shift, which is, on average, a 6 hour event (including travel, setup, and breakdown) occurring between 8am - 3pm.** Other preferred days are Tuesday, Wednesdays, and Thursdays between 2pm - 8pm.

Duties that are not on-site events can be performed remotely.

Responsibilities include, but are not limited to:

**Position Description\***

- Coordinate with F4L partner sites to schedule survey customer survey events and prepare site-specific promotional materials
- Administer customer surveys on site to Fresh For Less program participants at partner farmers markets, farms, mobile markets, and grocery outlets, *approximately 1-2 events per week*
- Promote WWG's overall mission and programs to community members at outreach events

- Attend weekly check-ins with the Fresh For Less team and weekly meetings with the WWG team
- Retrieve, return, and resupply outreach event supplies and equipment from the WWG office, as needed
- Contribute to special Fresh For Less projects, such as data analysis, research projects, and/or resource development

**Qualifications & Requirements:**

- Organized, professional student who is able to juggle several tasks at once without sacrificing quality of work
- Excellent, clear, and concise communicator in both verbal and written communications
- *(Preferred)* Experience with data entry, research methodology, and/or survey administration
- *(Preferred)* Community-minded and passionate about strengthening local, sustainable food systems and increasing nutrition access for communities who need it most; experience working in these areas or communities
- Have personal transportation for outreach events with sufficient capacity to carry outreach event supplies (sedan or larger)
- Offer regular availability on Saturdays and other preferred customer survey event days.
- Able to lift up to 25 lbs while transporting and setting up equipment at outreach events.

Are there other requirements for this position (security check, drug screen, immunizations, etc.)? If yes, please note them here:

N/A

Will the internship require that the student have a car?

Yes

Is placement site accessible by public transit or other transportation options? The WWG office is, but not all outreach events will be accessible by public transit.