

**Position: Food Recovery Verified Internship**

**Fall 2019**

Food Recovery Network (FRN) is seeking a passionate and energized intern to support the next stage of capacity building for the Food Recovery Verified (FRV) program. This person will work closely with the Manager of External Partnerships and the FRV fellows to support with the expansion and improvement of the FRV program through research and outreach efforts.

This position offers opportunities for skill development in project planning, implementation, and collaboration. The internship will also increase your technical understanding of hunger, food waste, and logistics of food recovery.

**About FRN:** Founded in 2011, Food Recovery Network (FRN) is the largest national student-led food recovery movement working to bring food recovery programs to colleges across the country. FRN is currently comprised of more than 200 chapters at colleges and universities (and growing) across the country and has recovered more than 3 million pounds of food. We are coming to the close of our 3-year strategic plan and will soon begin a new strategic plan that will take FRN to the next level in the food recovery space. Our team is composed of multitalented individuals that are dedicated to the mission of fighting waste and feeding people.

**Commitment:** The position requires 10 hours of work per week. The internship will last 10 weeks, with the potential to extend.

**Compensation:** This internship pays \$500 before taxes. If school credit is applicable for the selected intern, FRN National will support the student.

**Examples of projects for this intern include:**

- Collect data on hunger-fighting nonprofit organizations in specific regions to support FRV program growth
- Assist with upkeep and organization of FRV account records in Salesforce CRM
- Analyze FRV account data and produce reports to inform strategic outreach and program expansion
- Support FRV Fellows in engaging business owners, event planners, and nonprofit partners that are interested in the FRV program and initiating a food recovery program
- Work with FRN's Communications Team to design written and visual content highlighting the FRV program
- Pen blog posts celebrating the FRV program and recognizing Food Recovery Verified businesses and events

**Desired Skills:**

- Excellent written and oral communication skills
- Strong attention to detail, organizational ability, and time management skills
- Familiarity with Salesforce or other CRM and willingness to learn more
- Collaborative attitude and ability to work independently
- Experience or desire to learn to write reports, analyze and understand quantitative and qualitative data
- Proficiency with Google Suite, Microsoft Office, and other similar software; ability to learn new platforms successfully
- Passion to improve existing structures

**Application Instructions:** Email a resume and a cover letter detailing your experience and interest to [careers@foodrecoverynetwork.org](mailto:careers@foodrecoverynetwork.org) with the subject "FRV Internship" listed in the subject line. Applications will be accepted on a rolling basis (the earlier the better), but preferred by September 6th. FRN can offer remote work as an option for the intern, please contact for details.

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Food Recovery Network is an equal opportunity employer that does not discriminate on the basis of age, political affiliation, race, national origin, ethnicity, gender, gender identity, disability, sexual orientation, or religious belief. Members of underrepresented groups are encouraged to apply. We accept that everyone we work with has their own way of doing things, inspired by experience and creativity and we are flexible to ensure that everyone can make unique contributions to the food recovery effort.