

Spring 2023 BFAC Technical Intern Job Description

Boston Food Access Council Technical Intern Description

Background

The mission of the Boston Food Access Council (BFAC) is to improve equitable access to nutritious food with respect to:

- Raise awareness of inequities within our food system
- Promote engagement of those community members most negatively impacted by our food system
- Drive policy changes to increase food access, affordability, and economic opportunity
- Take action and pilot initiatives to act as an example for others seeking to increase food access

The Boston Food Access Council (BFAC) provides a convening space to pursue innovative opportunities to address food access in Boston. The Council emphasizes community involvement and offers several different opportunities for participation to anyone interested to join.

Description

The Boston Food Access Council (BFAC) is seeking a Technical Intern. With guidance from the BFAC Steering Committee and the Network and Data Working Group, the BFAC Technical Intern will support the BFAC primarily through development of our Food System Mapping project in Kumu. Activities will include:

KUMU MAP DEVELOPMENT AND

- Development of map and dataset
- Data cleaning.
- Data collection
- Improved implementation
- Data entry

SUPPORT QUARTERLY BFAC MEETINGS AND COMMUNITY FOOD COLLABORATIVES

- Present data in conjunction with the Data and Networking Working Group

POLICY AND PROGRAM RESEARCH TO SUPPORT BFAC AND WORKING GROUPS

- Prepare policy and program analysis and related materials as needed

There are opportunities for special projects as well.

Preferred Skills

To effectively perform the duties of this role, we seek a candidate with:

- Experience with Kumu networking platform
- Accurate data harvesting skills.
- Strong communication skills, including ability to prepare clear public announcements, reports, presentations, and briefings
- Experience with community outreach and/or communications.
- Ability to collaborate with various partners

Ability to function independently but also seek guidance as needed
Familiarity with concepts of food insecurity, food justice, food equity, health equity, etc.
Experience performing research

Time Commitment

Weekly hourly requirements will be between 8 and 12 hours, varying based on BFAC and Working Group meeting schedules.

Ideal candidates will be able to attend Steering Committee Meetings (every 2nd and 4th Tuesday from 5:30pm-7:30pm, Working Group meetings (often Tuesday, Wednesday, or Thursday evenings, once monthly), quarterly BFAC meetings (typically 1 weeknight evening per quarter from 6pm-8pm), as well as weekly meetings with Co-Chairs.

Schedules for these meetings are currently TBD, however, we will work with any intern to make this work as best as possible.

Ideal candidates will be available to start in September. Internship will run at least through January 2023 with the possibility to extend into the Spring semester for the right candidate.

Compensation

This internship will be paid \$30/hour.

To Apply

This internship is open to anyone, including students and community members. Please include your resume and answer to the following information in your application.

Your Information

Your Name

Your Email Address

Your Phone Number

Will you be a resident of Boston as of February 2023? (not required, but preferred)

Can you commit to working in this role for 8-12 hours/week, beginning immediately through June 30, 2023?

Application Questions

Why do you want to hold the role of Boston Food Access Council Intern? (1-3 paragraphs)

What do you feel you can bring to this role? (1-3 paragraphs)

What do you hope to gain from this role? (1-3 paragraphs)

Anything else you would like to share with us? (1-3 paragraphs)

Thank You!

We appreciate your interest in the Boston Food Access Council Technical Internship role. If we think you may be a good fit for this role, we will reach out to you shortly to schedule an interview. Interviews will take place as soon as possible. Also, please note, ANYONE can be a member of the Boston Food Access Council. Please visit www.bostonfoodaccesscouncil.org to learn more. If you have questions, please reach out via LinkedIn Messaging. Please no phone calls.