

SCHOLARS IN SERVICE – POSITION DESCRIPTION

The Center for Land-Based Learning (CLBL) www.landbasedlearning.org
Our Mission is to inspire, educate, and cultivate future generations of farmers, agricultural leaders and natural resource stewards.

Job Title: FARMS Alumni and Internship Coordinator – this student will work closely with the Alumni & Internship Manager engaging with FARMS Alumni and various Partners. They will meet a lot of new people and professionals throughout the state and world. The position will be mostly virtual with some in person meet-ups in both Fresno and Kern Counties.

Number of Openings: 1

- Support FARMS Alumni & Internship Manager on alumni networking and social events (i.e. help plan and execute event, engage Alumni in networking activities, take photos and collect data and information)
- Assist Alumni & Internship Manager maintain Alumni database (i.e reach out to FARMS Alumni via email or phone, collect alumni info at events and meet-ups, update Alumni information on constituent database)
- Promote our Alumni (i.e. Interview FARMS Alumni, create blog/social media posts on Alumni and where they are professionally, write Alumni stories for the CLBL newsletter)
- Partner engagement (i.e reach out to partners and attend virtual or in-person meetings with Alumni & Internship Manager)

KNOWLEDGE, SKILLS, ABILITIES:

- Knowledge of Agriculture and/or Resource Management
- Open-mindedness
- Good attitude
- Willingness to learn and teach
- Public speaking skills desired
- Social media experience desired
- Writing experience desired
- Ability to walk and stand for 5+ hours
- Ability to lift 10 – 30lbs
- Ability to work in a team