



## Bilingual Community Outreach Summer Intern (Updated Feb 2025)

*NourishMKE is a network of food pantries in Milwaukee nourishing the body, mind, and soul. We believe that a dependable supply of food is a means of bringing hope and dignity to our community.*

As the largest food center network in Milwaukee, NourishMKE is a stabilizing force in our neighborhoods. Through our programs we strive to leverage food to build relationships and address the holistic needs of community members. We envision a more equitable world where people have enough resources to thrive. We provide encouraging spaces to select and prepare free quality foods, and explore nutrition and wellbeing. The foods are thoughtfully sourced to offer options and reduce waste. We're always looking for valuable ways to love our community, which is why we meet people where they're at. When we join together, we are nourished and help each other grow.

The Community Outreach Intern will engage the NourishMKE community by connecting community members to food and health information. Duties include assisting with food education programming, tabling at a local children's clinic, welcoming volunteers at pantry shifts, and helping with marketing and printed education materials as needed. **This internship will build skills in community outreach, public health communications, and nutrition education.** The ideal candidate will have excellent interpersonal skills, including the ability to connect with diverse individuals. This position is ideal for anyone looking to start a career at community-based organizations, including university students, those looking to get back into the workforce, or recent high-school graduates.

Part-time Summer internship (20/hrs per week), From June 2025 to September 2025.

Pay: \$17/hour

Schedule: Tuesday-Saturday. Saturday mornings required. Evening shifts available. Flexible scheduling.

Essential Duties and Responsibilities:

1. Food pantry outreach tabling at Forest Home Children's Wisconsin Clinic
2. Manage database of clinic outreach information
3. Assist volunteer management during food center shifts, including leading volunteer orientations, helping sign in volunteers, and other duties as assigned by Site Managers.
4. Lead food education programming and develop recipes with pantry ingredients.
5. Assist with delivering surveys on the effectiveness of nutrition programs
6. Assist with marketing, including taking photos during pantry shifts.

Required Knowledge and Skills:

1. Bilingual in English and Spanish
2. Affinity with the mission of NourishMKE.
3. Commitment to food justice through community-based solutions and programming.



4. Ability to comfortably engage with a diverse range of people.

**Working Conditions**

- Working in a variety of environments, including kitchenette space, food pantry, clinic, and work from home as assigned
- Equipment used: electric burners, oven, kitchen utensils, laptop, tablet, copier/printer
- Programs used: Google Suite, Canva, Salesforce

**Skills & knowledge gained:**

- Direct community engagement
- Food education
- Connections to healthcare organizations
- Culturally relevant recipe development & implementation
- Food justice advocacy
- Community outreach
- Leadership
- Non-profit operations and management
- Knowledge of local food systems
- Other skills as desired/needed
- Opportunity to network with NourishMKE stakeholders and with other community organizations
- Professional development

*This internship is available to anyone regardless of university enrollment status or degree status. We encourage applicants from diverse backgrounds and those invested in the Milwaukee community to apply.*