NKCDC Community Building Intern  
Summer 2015

Internship Logistics
- June 1st-August 31st (start and end dates are flexible)
- 30 hours/week—must be available to work on Thursdays from 4-7pm
- Stipend available for work-study eligible students

Internship Overview
The NKCDC Community Building intern will spend its summer immersed in and contributing directly to the various programs that have put NKCDC at the vanguard of the community revitalization movement. The intern will work in our Community Engagement department, providing invaluable assistance in our busiest season to connect 60,000 residents (30,000 of low and moderate income) to needed resources and programming. The intern's core tasks will consist of:

1) Staffing Farm to Families (our affordable produce program) and launching a new outreach strategy to get more neighbors access to healthy food;
2) Leading a mapping-based field survey of our neighborhoods; and
3) Expanding our database of assistance and resource programs that we offer residents.

These clear and focused tasks will provide the intern with a well-rounded experience in comprehensive community development and a solid foundation of skills that will be useful in any future non-profit employment. This position is ideal for students interested in pursuing careers in urban planning, community development, community organizing, food justice/policy, non-profit management, and public health.

Supervision
The Community Engagement Director will supervise the Community Building Intern during the summer term, though the intern will be working directly and receiving guidance from other members of the Community Engagement staff as well. The intern will also be working alongside other NKCDC staff in addition to leading projects and initiatives of his/her own.

Qualifications and Requirements
- Basic knowledge of Philadelphia history
- Passion for community work
- Customer service experience
- Experience or training in data entry/organization work
- Spanish language proficiency a plus
- Bringing your personal laptop to work is strongly encouraged, but not required.

Application Process
Send cover letter and resume to Erin Cartwright, Community Engagement Associate
Email: ecartwright@nkcdc.org
Mail: 2515 Frankford Ave, Philadelphia, PA 19125
About NKCDC
NKCDC's mission is to strengthen the physical, social, and economic fabric of the community by being a catalyst for sustainable development and community building. Each year NKCDC serves more than 30,000 low and moderate income families and 60,000 residents in the neighborhoods of Fishtown, Kensington, Port Richmond, and Somerset. NKCDC’s Community Engagement department seeks to give voice to resident concerns by working closely with neighbors to organize and mobilize, disseminate information, and address neighborhood issues. More information about NKCDC can be found on our website: [www.nkcdc.org](http://www.nkcdc.org).

About Farm to Families
NKCDC is one of three host sites for Farm to Families, a program of St. Christopher’s Foundation for Children. Farm to Families provides weekly sales of low-cost boxes of fresh fruits and vegetables to North Philadelphia residents at a cost of only $10 or $15. The intern’s first responsibility for F2F would be to help staff the weekly distributions from 4-7pm on Thursdays. Secondly, the intern would be responsible for devising an outreach strategy to add new customers, primarily from the lower-income sections of our service area that live further away from the box distribution site. More information about the Farm to Families initiative can be found here: [http://www.scfchildren.org/farm-to-families-initiative](http://www.scfchildren.org/farm-to-families-initiative).