

UW-Madison High School Agriculture Program Summer Internship

Position purpose: The UW-Madison seeks three interns to assist with supporting and growing the Agricultural Educational Program at Vincent High School.

Location: Harold S. Vincent High School, 7501 N. Granville, Milwaukee WI 53224

Duration of internship: This internship is for up to 10 weeks during the summer of 2016. Exact start and end dates are flexible, but between mid-May and late August.

Responsibilities – Intern 1: Curriculum, Project Based Learning & Marketing

- Assist in developing and designing marketing materials for internal and external stakeholders.
- Review all existing marketing materials such as flyers, pamphlets, and handouts.
- Assist in developing and designing instructional units, assessments, and lesson plans for agriculture curriculum.
- Assisting agriculture teachers in the development and design of project-based learning activities for the upcoming school year 2016-2017.
- Participate in agriculture integration meetings.
- Assist in developing instructional activities that incorporate the theme of agriculture other content areas.
- Design and develop ideas for a small fruit & vegetable market in preparation for the fall harvest.
- Assist in the design and preparation for 2016 Vincent high school Homecoming activities.
- Prepare presentations and/or reports for the Vincent high school Agriculture Advisory Board.
- Assist Vincent high school summer school staff in designing agriculture related activities for students with moderate to severe disabilities.
- Complete other duties assigned by the Vincent high school principal or designee.

Responsibilities – Intern 2: Campus Project Support & Maintenance

- Assist with maintaining the current fruit trees, apiary, and greenhouse.
- Assist with building the community gardens / raised beds on the west end of campus.
- Prep soil beds and/or pots for seeding around campus.
- Assist with the aquaponics and hydroponics projects.
- Care for chickens and other small animal on campus.
- Assist in the planning and building livestock pens.
- Help to reassemble hoop house.
- Participate in agriculture integration meetings.
- Prepare presentations and/or reports for the Vincent high school Agriculture Advisory Board.
- Complete other duties assigned by the Vincent high school principal or designee.

Responsibilities – Intern 3: Horticulture & Urban Agriculture

- Assist MAWIB teachers with the coordination of the Vincent greenhouse.
- Design and develop a planting schedule for year round growing.
- Assist MAWIB students and staff achieve the goal of a plant in every classroom.
- Assist with the planting of DNR tree program.
- Assist MAWIB teachers in maintaining the campus landscaping.
- Assist with the maintenance, weeding, watering, and overall care of the community gardens.
- Participate in agriculture integration meetings.
- Prepare presentations and/or reports for the Vincent high school Agriculture Advisory Board.
- Assist or lead the MAWIB students who will be working in the Learn and Earn program.
- Assist Vincent high school staff with the maintenance and repair of school tractors and other farm equipment.
- Complete other duties assigned by the Vincent high school principal or designee.

Salary and budget: Salary is \$11.00 per hour.

Qualifications:

Applicant should be a rising junior or senior in education, plant or animal sciences, soil science or a closely related major. The desired applicant will demonstrate:

- Excellent written and verbal communication skills
- Self-motivation and strong organizational skills
- Strong work ethic and willingness to complete tasks
- Willingness to troubleshoot issues and implement solutions as needed
- Ability to multi-task and manage interactions and collaborations with multiple stakeholders
- Proficiency in Microsoft Office Suite
- Valid driver's license

To Apply: You may apply for one or more internships. Please include the following as part of your packet:

- 1) Current Resume, saved as FirstnameLastname.doc or pdf
- 2) Cover letter which should include:
 - a. Your academic background (major or area of focus in school)
 - b. Your qualifications for each position you are applying for
 - c. Why you would like to be an intern on this project(s)
- 3) Name, phone number and email address of two references who know you well.

All applications should be sent to Gail Kraus at the University of Wisconsin-Madison/Vincent High School at gmkraus@wisc.edu. If you have questions, please contact Gail at (262)236-1422. **Deadline is April 20th**