

ATTENTION AGRICULTURE & EDUCATION STUDENTS

INTERNSHIP PROGRAMS

For assisting in the Kane County Farm Bureau Foundation's AG COMMUNICATION/AG-IN-THE-CLASSROOM PROGRAM

The Kane County Farm Bureau Foundation is a general not-for-profit corporation organized under IRS Code 501(c)(3) with one of its goals being to serve the needs of our county's youth through education and other opportunities, so that they may increase their skills in agriculture.

The Foundation has agreed to fund an internship(s) to assist the Farm Bureau in its Public Relations efforts and to coordinate the Kane County Farm Bureau's "Ag-in-the-Classroom" (AITC) program. AITC is an educational program designed to instruct students of all ages of agriculture's role in society using innovative techniques such as science experiments, videotapes, classroom visits and other materials.

The intern chosen will work directly with the KCFB manager, staff and the Ag-in-the-Classroom Committee under the academic supervision of a college or university instructor.

INTERNSHIP DETAILS

1. The ideal intern chosen would be either a student in an Agricultural Communications program or whose intended major is education. The student must be planning for a four-year degree. The candidate should enjoy working with younger students and be willing to work with adult Farm Bureau volunteers. An agriculture background is preferred, but not essential for this internship.
2. The intern must have completed at least two semesters (30 hours) in college classes and be enrolled for an upcoming semester.
3. The intern applicant must go through an interview process with the KCFB manager, KCFB Foundation Board and AITC chairman. Only one student would be initially eligible and the KCFB Foundation reserves the right to not offer the program if it feels a qualified candidate is not available.
4. The KCFB Foundation will award a scholarship of up to \$2,500 (summer, minimum 300 hours), or \$750 (winter break, minimum 100 hours), or \$300 (spring break, minimum 30 hours) plus credit hours (exact hours will be a college/university supervisor decision). The intern is responsible for payment of tuition for credit hours. The scholarship would be awarded at the completion of the internship, minimum hours of service are required. The intern would also be reimbursed for any on-the-job mileage.
5. The summer internship will run during a portion of May, June, July and August with the exact dates to be finalized with the selected candidate and Farm Bureau manager. Winter and Spring Internships are subject to the academic calendar. The intern must be willing to work at least 20 hours/week and attend night planning meetings, when necessary.
6. A paper and progress report will be completed as part of college requirements. In addition the Farm Bureau Manager will provide an evaluation at the conclusion of the internship.

7. The intern's specific responsibilities will be to:

- Coordinate Ag-in-the-Classroom projects with Kane County Farm Bureau volunteers.
- Coordinate County Fair activities with volunteer committees.
- Work with Kane County Farm Bureau's Ag-in-the-Classroom (AITC) coordinator.
- Assist in the planning of a graduate credit *Kane County Agricultural Tour for Teachers*.
- Develop grant requests in an effort to provide funding for the comprehensive Ag Education Program in Kane County.
- Inventory and organize the Farm Bureau's Ag-in the Classroom Materials Library.
- Provide content for an Ag-in-the-Classroom newsletter for Kane County teachers.
- Write correspondence that will be used during the school year to enhance volunteer participation and generate enthusiasm in the schools.
- Work with volunteers to gather new items, programs, and thoughts that could be incorporated into the AITC program to help the program grow in value and participation.
- Participate in enhancing the public perception of the AITC program through P.R. activities such as news release writing and speaking with area media.
- Assist in Farm Bureau public relations efforts through the monthly publication, news releases, and other special projects such as Ag Days and Touch-a-Tractor.
- Perform work on the Internet to enhance ag education and public relations projects.

8. Interested students should complete the application and return it with the two personal recommendation forms by **February 15th** to be considered for the Summer Internship. Winter and Spring Internship Applicants should return an application at least 30 days before the beginning of the respective academic breaks. Questions can be answered by calling the Executive Director of the Kane County Farm Bureau Foundation at 630-584-8660. The target start date for the summer internship is May 15th.