

internship posting



Faculty of Land and Food Systems
THE UNIVERSITY OF BRITISH COLUMBIA



Centre for Sustainable Food Systems at UBC Farm

Position Title – Agroforestry Intern

Background

The Centre for Sustainable Food Systems at UBC Farm operates a 24-ha sustainable farm used for teaching, research, and community programming on UBC's Point Grey Campus. This student-driven, organic farm provides experiential education in all aspects of small-scale, sustainable farm management.

Working in a dynamic, small-team environment, the Agroforestry Intern will report to the CSFS Academic Coordinator and Field Manager and share in a wide range of tasks that help support the Centre's progress towards three main goals: 1) establishment of a sustainable land use plan to integrate agroforestry initiatives into existing cultivated land uses, 2) development of new direct marketing channels for agroforestry products, and 3) creation of new educational programs and curricula related to on-site agroforestry initiatives. The diversity of work required provides an unparalleled opportunity to learn first-hand about the challenges and rewards of integrating agroforestry initiatives with small farm management.

Duties

- Land use planning – Work in partnership with farm staff, steering committee, and academic partners in the creation of a site-wide sustainable land use management plan to inform long-term farm and agroforestry land use decisions
- Workshop assistance and follow-up – Assist with logistics and budget of a one-day, interactive, on-site workshop on Sustainable Agroforestry with a target audience of industry, farmers, students, and faculty that includes speakers, hands-on demonstrations, and industry showcasing/networking opportunities. Primary responsibility will be to collate a workshop summary package (video and written documents), distribute package to participants and other interested stakeholders, and prepare required reporting for funder
- New Product Research & Demonstration Plot Establishment – Explore establishment of one to two profitable agroforestry production / demonstration plots based on available on site biomass or favourable production conditions to create value-added products with identified market potential. Conduct feasibility studies, research processing techniques, draft business plan including pricing, and establish marketing channels and strategies for new agroforestry value-added products
- Fundraising – drafting grant applications to secure funding for future agroforestry projects and small-scale agroforestry equipment (i.e. portable mill)
- Education – establish workshops, research projects, and volunteer and community engagement based on agroforestry initiatives
- Data management – Collect, compile, and analyze field and market data; maintain good sales records; bookkeeping
- Communication – Draft and disseminate promotional and educational materials for new value-added products and create interpretative signage for agroforestry trail and features
- Academic Assistance – work with UBC students and faculty members interested in pursuing agroforestry-related research and teaching on site. Collaborate with ongoing TLEF-funded Cultivating Forest Stewardship plan, including managing, presenting, and disseminating site data.

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farm.team@ubc.ca

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- General farm tasks – Contribute to other marketing, event, administrative, and office tasks as needed (harvesting, field prep, brushing, stand thinning, planting, fielding email and phone inquiries, co-organizing promotional farm events, cleaning, building projects etc.)

Required Qualifications

- Undergraduate degree in an agriculture-related program, forestry, resource economics, or related biological / environmental science program (also see "Position Eligibility," below)
- Strong practical forestry experience and/or organic farming or gardening experience
- Experience in field research design and data collection
- Excellent organizational skills; able to identify and prioritize multiple tasks with minimal supervision
- Demonstrated teaching and leadership ability – able to comfortably provide hands-on group and individual instruction to students of diverse ages and backgrounds; able to identify learning opportunities in a dynamic field environment
- Excellent written and oral communication skills
- Able to work quickly, efficiently and calmly in high-stress settings and bring tasks to completion under tight deadlines while managing a heavy workload
- Self-motivated, highly adaptable, able to help out wherever needed in a busy team environment
- Excellent people skills, ability to work with the public in a customer service role and ability to communicate with diplomacy and tact as a representative of UBC Farm
- Strong computer skills; confident with MS Office (especially Excel) and Google applications (calendar, docs, etc.)
- Agricultural/Forestry or "natural" product marketing and/or sales experience; experience in economic analysis
- Understanding of botany and ecological systems with strong ability to identify species; focus on coastal Pacific Northwest region desirable
- Physically fit and enjoy hard work outdoors; able to work quickly and efficiently for long hours in any weather

Preferred Qualifications

Demonstrated experience in one or more of the following areas would be a great asset:

- Knowledge of the history, current operations, and mission and vision of the UBC Farm, including familiarity with the South Campus Academic Plan, "Cultivating Place"
- Familiarity with current academic programming at the UBC Farm
- Familiarity with local and organic agricultural and/or sustainable agroforestry industry players and production practices and concerns
- Preference will be given to candidates with some small-scale farming, gardening, forestry, small-scale woodlot management, or wild-crafting experience
- Experience (and ideally certification) in chainsaw safety and operation

Position Eligibility

To qualify for this internship, individuals must:

- be between the ages of 15 and 30;
- be unemployed or under-employed;
- have graduated in the last three calendar years (and provide a copy of the diploma) from:
 - an agriculture-related program in a university, college or CEGEP;

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- or a provincial program focusing on biological, agricultural and veterinary science or applied technology; and
- be a Canadian citizen or have landed immigrant status.

If a candidate's degree program is not clearly an agriculture-related program, a copy of the candidate's transcript and diploma will be required to confirm eligibility. Graduates with degrees such as Forestry, Environmental Studies, Resource Economics, etc. will need to have specializations or significant coursework in a field such as biology, agriculture, veterinary sciences or applied technology that is agriculture/agri-food related in order to be eligible. Please note that **current students are not eligible** for this internship.

Position Details

- Estimated Start Date September 12th, 2012
- Full-time (35 hours/week), approximate 30-week internship; exact duration TBD. Part-time schedules may be considered.
- \$15.50 per hour

Work Environment

Work takes place primarily indoors at the UBC Farm, though some outdoor work is expected of this position (e.g. supervising student and volunteer groups, tours, establishing demonstration plots, etc.). Indoor office space at the UBC Farm is severely limited, and the Agroforestry Intern will be required to liaise closely with other CSFS staff to avoid space conflicts. When special events or circumstances require, work will be performed after normal business hours. As a result of the seasonal nature of the Centre's work, a heavier workload is the norm from May through October, and the workweek during this time frame is Tuesday-Saturday. Particularly during the height of the season, the applicant must be prepared to work occasional long days with early starts, including early morning Saturday work.

How to Apply

E-mail a cover letter and a resume clearly detailing your experiences and qualifications for this position to Amy Frye at amy.frye@ubc.ca:

- Attach to the email a single PDF document that contains your cover letter and resume. Ensure your name is included in the file name.
- Ensure your e-mail subject line clearly refers to the position title for which you are applying.
- Include a copy of the cover letter in the body of your application email.
- Applications must be received no later than **Sunday August 12th, 2012**.
- Interviews will take place between August 15th and 19th and/or the week of August 27th. Only applicants selected for interviews will be contacted.
- Please no phone calls.

UBC hires on the basis of merit and is committed to employment equity. Because of the funding terms, this internship is only open to Canadians and permanent residents of Canada. The Centre for Sustainable Food Systems will give priority to individuals who have demonstrated commitment through volunteer service or other engagement at the Farm. More information about the Centre for Sustainable Food Systems at UBC Farm can be found at: www.ubcfarm.ubc.ca.

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