



Position: Community Engagement Intern

Reports to: Senior Community Engagement Manager

Location: Remote position, ideally located in King or Pierce County, WA

Compensation & Commitment: \$24/hour; 20 hours/week for 18 weeks

Classification: Temporary, part-time ideally April 24 - August 26

About Washington Farmland Trust

Washington Farmland Trust (WFT) is a 501(c)(3) nonprofit organization dedicated to sustaining a future for farming. Founded in 1999, we protect and steward threatened farmland across Washington. We keep land in production by making it accessible to a new generation of farmers.

At Washington Farmland Trust, [our values](#) guide everything we do. We encourage all applicants to learn more about our programs and strategies at wafarmlandtrust.org.

About the Position

The Community Engagement (CE) Intern will support and directly report to the Senior CE Manager and contribute to a supportive, collaborative, and consent-driven work environment at WFT. **The ideal candidate will be looking to grow and expand their skills in organizing, planning, and event management rooted in community-centered principles.**

We are looking for a colleague who can accomplish tasks working remotely and independently and who is excited to engage with staff, volunteers, and members of our community at in-person events.

The CE Intern is an external-facing role for the organization, representing WFT in our work with volunteers, farmers, members of our community, and partner organizations. Applicants should have an engagement ethos grounded in equity and social justice and a strong commitment to creating a more inclusive food and farming system. They will join the organization at a critical inflection point as our



organization pursues deep, internal transformation and lasting programmatic commitments to justice and equity in agricultural conservation and farmland access.

Essential Duties & Responsibilities

- Support the implementation of Washington Farmland Trust's annual Farm Fun Run; organizing volunteer leaders to promote the event, handling day-of-event logistics, and more.
- Participate in volunteer orientations, sharing training materials, and assisting with follow up communications
- Work closely with Senior Community Engagement Manager and community-based organizations to jointly host volunteer events grounded in connecting WFT's community with local farms and their food sources.
- Work with WFT staff to implement virtual farm tours on social media platforms
- Facilitate communication with and between volunteers before, during, and after events
- Develop easy to grasp event specific materials for volunteers, staff, and attendees.
- Create volunteer schedules, track volunteer sign ups, and create reports in Washington Farmland Trust's Salesforce CRM
- Represent WFT at community events, hosting an information table and speaking with people about the Trust's work and volunteer opportunities

Additional Requirements

- A valid WA driver's license; any use of personal vehicle for field visits is reimbursed at the IRS rate.
- Willingness to work varied hours, including occasional evenings and weekends.
- Willingness to travel across the Puget Sound region for meetings and events.



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- Ability to use a computer to accomplish tasks remotely and communicate with colleagues and community members via email, phone, and other tech platforms.

About You

We are looking for applicants who are self-motivated with the following skills and attributes:

- You have a deep and demonstrated commitment to building an inclusive and equitable food and farming system.
- **A continuous learning mindset.** You absorb information from your colleagues and community. If something doesn't make sense, you ask questions until it does, and you apply what you learn in your work.
- You believe that we can all do things we've never done before, and can stretch ourselves to achieve incredible results. You maintain an optimistic outlook and always look for ways to bring ideas to life before assuming they won't.
- You have enthusiasm for meeting and engaging with people. You create opportunities to deepen connections and build authentic relationships with people across lines of difference, such as race, culture, language, knowledge systems, experiences, and more. You welcome viewpoints that differ from your own.
- You aim to leave things better than you found them. You notice and fix errors that others might overlook. When mistakes happen (which they will!), you address them quickly and look for ways to prevent similar errors.
- You recognize ways that race and other identities intersect in the work, especially with communities we serve. You identify potential for bias and actively work to minimize inequities.
- **Excellent customer service.** You listen closely to understand needs or concerns and take steps based on that input. You get back to people in a timely manner and take pride in providing clear, helpful information.



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- You communicate clearly and practice compassion and curiosity, including sharing context and asking questions to understand others' perspectives.
- You aim for accuracy and attention to detail. You organize and share information effectively — whether writing an email, taking notes, or delivering a presentation.

What it's like to work with us

For this position, we are able to offer the following benefits:

- Paid vacation and sick leave, including a paid week from July 3-July 7, during which our office will be closed to prioritize staff rest and well-being.
- 3 paid holidays during the tenure of the position
- Monthly stipend for mobile phone

Our commitment to equity:

Washington Farmland Trust is an Equal Opportunity Employer and is deeply committed to and investing in organizational transformation for diversity, equity, and inclusion.

Everyday, we work to address and confront the racism and bias that exist within ourselves, our workplace, our programs, and our field — striving to create a culture that is welcoming to all. To achieve true organizational transformation, we aim to:

- Create an inclusive workplace culture.
- Deliver our mission to more communities across Washington.
- Work every day to dismantle the racism and white supremacy that has shaped our movement.

People of all ages, races, gender identities and sexual orientations are encouraged to apply. Equity is essential and a core part of who we are. We believe different voices, opinions, and lived experiences are central to achieving our mission, and that all people deserve equal access to land and farming.



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To Apply

Please email resume and cover letter to Rosemary Martin at apply@wafarmlandtrust.org. In your cover letter, please be sure to describe:

- How your professional and personal goals and experience align with the responsibilities of this position;
- How you would draw on your lived experience and/or your commitments to diversity, equity, and inclusion to expand the reach of the Trust's mission and impact

Applications will be accepted until the position is filled. A first round of application reviews and interviews will begin **Monday, March 20, 2023**. The anticipated start date for this position will be April 24, 2023, but may be flexible as individual circumstances require.

If you are interested in applying for this position, but have questions or are interested in learning more, please sign up for a time slot to meet with us on **March 8, 2023** during our Virtual Meet and Greet (available times between 11:00am to 1pm) by emailing rmartin@wafarmlandtrust.org.

For any additional inquiries about this position, please email Senior Community Engagement Manager Rosemary Martin at rmartin@wafarmlandtrust.org.