ATTENTION AGRICULTURE, COMMUNICATIONS, & EDUCATION STUDENTS

2018-2019 INTERNSHIP PROGRAMS
For assisting in the Winnebago-Boone Farm Bureau's
AG COMMUNICATION/AG-IN-THE-CLASSROOM PROGRAM

The Winnebago-Boone Farm Bureau is a general not-for-profit corporation organized under IRS Code 501(c)(5) 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 Farm Bureau has agreed to fund an internship(s) to assist in its Public Relations efforts and to coordinate projects within the Winnebago-Boone 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, media, classroom visits and other materials.

The intern chosen will work directly with the WBFB manager, Ag Literacy Coordinator, and staff 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 WBFB manager and AITC chairman. Only one student would be initially eligible and the WBFB reserves the right to not offer the program if it feels a qualified candidate is not available.

4. The WBFB 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 to your college/university in your name; 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 and weekends, 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 Farm Bureau volunteers.
- Coordinate County Fair activities with volunteer committees.
- Work with Winnebago-Boone Farm Bureau's Ag-in-the-Classroom (AITC) coordinator.
- Assist in the planning of a graduate credit *Summer Ag Institute for Teachers.*
- Assist in fundraising effort to provide funding for the comprehensive Ag Education Program in Boone and Winnebago Counties.
- Inventory and organize the Farm Bureau's Ag-in the Classroom Materials Library.
- Provide content for an Ag-in-the-Classroom newsletter for Boone and Winnebago 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 ideas 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 the Farm Breakfast and Charity Pull.
- 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 **April 13, 2018** 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 Manager of the Winnebago-Boone Farm Bureau at 815-962-0653. The target start date for the summer internship is May 15.