



Healthy Retail Summer Internship

About Capital Roots and Healthy Retail:

Capital Roots is striving to create a more vibrant and equitable food system. We work to reduce the impact of poor nutrition on public health in New York's Capital Region by organizing community gardens, providing healthy food access, offering nutrition and horticulture education for all ages and coordinating urban greening programs in Albany, Rensselaer, Schenectady and southern Saratoga Counties. Our mission is to nourish healthy communities by providing access to fresh foods and green space for all.

We are looking for a motivated Healthy Retail Intern to assist in developing and executing interventions that create accessible food access points across the Capital Region from June through August. You would be responsible for assisting with the programs outlined below. All necessary training and guidance would be provided by the Healthy Retail Organizer, but you will also work closely with other members of the Food Access Team. We are asking for a commitment of 8-10 hours per week for three months.

Responsibilities include:

Cut Product (Monday priority, Tuesday, Wednesday):

- Coordinate the packaging of all Cut Product items and distribute to applicable programs.
- Process in-house all produce that is not pre-cut using proper knife handling skills, sanitation procedures, and Good Handling Practices (GHP).
- Correspond with Marketing Coordinator to develop all applicable promotional material.
- Coordinate with Food Hub Buyer to identify potential new products and order accordingly.
- Collaborate with Volunteer Coordinator to ensure Cut Product is packaged when internal assistance is unavailable.

Virtual Veggie Mobile® - Individual (Wednesday and Thursday):

- Assist with preparing for Thursday by gathering produce varieties to fulfill orders.
 - Inform Food Hub Buyer if any produce is unavailable for pulling
- Assist with the fulfillment of individual orders on Thursday mornings.

Qualifications:

- Ability to lift boxes of produce weighing 40+ pounds
- Ability to stand for long periods of time (1-3 hours at a time)
- Ability to work both independently and collaboratively with other Food Access team members
- Excellent communication and organizational skills

Send cover letter and resume to:
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