



Incubator Kitchen Internship

About Capital Roots:

Capital Roots is transforming food access in New York's Capital Region through innovative programs that connect communities with fresh, healthy food. From community gardens and mobile markets to urban greening and our incubator kitchen, we're working to create a more vibrant and equitable food system. Learn more at www.capitalroots.org.

Position Description:

Are you passionate about cooking, local foods and product development? Capital Roots seeks a motivated intern to expand our incubator kitchen's regional impact by helping members and Capital Roots make, promote and improve their products. Reporting to the Kitchen Lead, this internship offers hands-on experience in product development, food business management and food safety, providing a window into a broad cross section of the food industry and the local food economy.

Each week, interns will dedicate time to a long-term project aligned with their interests and Capital Roots' community goals. Possible projects include:

- Developing HACCP plans for our local cut produce line
- Creating and testing products for our white label local foods program
- Assisting kitchen users w/ scaling, labeling, sourcing, etc. and creating a digital resource for future users
- Increasing local food purchases by kitchen users

Responsibilities:

- Utilize culinary ability to help members and organization develop, improve and produce products
- Support day-to-day kitchen operations
- Support generation of SOP's, protocols, videos etc. that improve kitchen and users experience
- Participate in events, promotions and marketing to encourage growth of kitchen and its users
- Engage with users and other Capital Roots programs to advance the kitchen mission

Qualifications:

- Pursuing degrees in culinary arts, nutritional studies, food science, public health or related fields
- ServSafe Manager or Food Handler Certification preferred (or comparable cert.)
- Excellent communication skills, both verbal and written
- Demonstrated time management, project management and organizational skills

Compensation:

- Unpaid; college credit may be available
- Opportunities for long-term research projects available—email with project interest

This internship is a great opportunity to build your portfolio while making a real impact on food access in our community. Ready to grow your skills and tell powerful stories? Apply today!

Send cover letter and resume to:

Riany Mena, Kitchen Lead
Email: kitchen@capitalroots.org