

Position Opening Minnesota Farm Bureau Foundation Team Intern

Position Description:

The Minnesota Farm Bureau Foundation is announcing a 2019 Foundation Internship Position in the Eagan, Minnesota office. The internship is for May – August 2019 (average 40 hours per week) work schedules to be determined. The intern will be supervised by the Director of the Foundation.

Responsibilities:

- The intern will assist all members of the Foundation Team with work on a number of programs, activities and functions, including but not limited to:
 - MN Young Farmers & Ranchers & MN Promotion & Education Summer Planning Event
 - MN Farm Bureau Foundation Golf Tournament (June 25)
 - Sporting Clay Tournament (June 6)
 - Farmfest (August 6-8)
 - Manage Imagination Station/My American Farm Program
 - Assist Public Relations Team with traditional and social media
 - Work with Public Relations Team and serve as state fair coordinator
 - May assist other teams as needed

Tasks:

- The intern will be asked to assist with event planning, mailings, fundraising, volunteer recruiting, daily office duties and program development

Benefits:

- Professional development opportunities, flexible schedule, diversity in job duties, networking opportunities within the agriculture community and Farm Bureau.

Qualifications:

- Students who are pursuing a degree in communications, marketing, leadership, agriculture or a related field are encouraged to apply.
- All applicants will be considered.
- Experience and aptitude in exploring business applications of social media and strong writing skills are required.
- The skill level of the internship is ideal for undergraduate students.
- Computer skills required, intern is required to have a personal computer.
- Must possess strong organization and communication skills.
- Must have valid MN Driver's License

Starting Date: May 2019

Job Location: Minnesota Farm Bureau office, Eagan, Minnesota

Application Procedures: Cover letters with resume and references accepted. Resumes can be mailed or emailed. Interviews will be scheduled following application deadline.

Resumes should be sent to by February 15, 2019

Minnesota Farm Bureau Foundation
Attn: Ruth Meirick
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Questions: Contact Ruth Meirick at 651-768-2115 or ruth.meirick@fbmn.org