

FOOD AND CLIMATE COMMUNICATIONS INTERN JOB DESCRIPTION



ABOUT RIFPC

The Rhode Island Food Policy Council (RIFPC) is an independent statewide network with a mission to promote a more equitable, accessible, economically vibrant, and environmentally sustainable food system. We cultivate partnerships, develop and implement high-impact projects, and advocate for good food policy. We center equity in our work, which touches all parts of the food chain – production, harvesting, processing, distribution, consumption/access, and waste management. We operate with a collaborative professional staff, over 200 engaged and diverse council members, and hundreds more stakeholders from across the Ocean State. More information about RIFPC can be found at www.rifoodcouncil.org.

The Rhode Island Food Policy Council seeks a part-time paid **Food and Climate Communications Intern** with primary objectives to:

- Help produce video or other media content that will highlight positive examples of solutions offered by the Wasted Food Solutions Action Plan (WFSAP)
- Provide support in finding and executing on other ways to communicate the findings of that report as well as the Existing Compost Laws Analysis and Compost End Markets Report - including audience specific materials (i.e. a tip sheet for municipal leaders)

The ideal candidate for this position will be:

An excellent writer who can also create visual materials (promotional copy, short stories, news pieces, photos, videos).

An open, confident communicator. Someone who can feel comfortable reaching out to an expert or someone with lived experience in wasted food and demonstrate that they can be trusted to tell their story.

A relationship-builder. Someone who is energized by interacting with others, values the pursuit of meaningful connections, and enjoys exploratory conversation. Someone who understands the connectedness, codependency, and power of networks.

An accountable teammate. Someone who can be relied on to be responsive, meet deadlines, and work equally well in collaborative or independent projects.

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A true believer. Someone who is invested in RIFPC's mission and appreciates the value of our food system.

The Food and Climate Communications Intern reports directly to the Program Director - Food, Climate and Environment (FCE) for 10-15 hours per week at \$17.50 per hour. Most work will be conducted remotely and most hours are flexible. There will be virtual meetings throughout the week, with weekly interaction with the Program Director (PD) and Program Associate (PA) - FCE. In-person meetings and events may occur at a rate of 1-2 per month. The start date is flexible, with work initiating in early June and continuing through the Summer.

RESPONSIBILITIES

- Coordinate with PD and PA to determine the best stories to highlight from the WFSAP
- Strategize on the best ways to highlight these stories
- Outreach to potential interviewees and secure their participation
- Script an outline/questions and help produce video segments in coordination with communications team
- Strategize and execute on additional communications including but not limited to fact sheets for 2-3 different audiences such as municipal leaders, legislators, businesses, etc.

REQUIREMENTS

- Previous experience making short and medium (5-6 minute) videos and other communications materials
- Located in or very near Rhode Island
- Experience using Google Drive, MS Office Suite, Zoom, Basecamp, and other common professional platforms/programs. Experience with Canva preferred.
- Knowledge or awareness of the RI and New England food systems preferred
- At least 17 years of age
- A US Citizen, U.S. National, or Permanent Resident and able to provide documentation of citizenship
- Willingness to undergo a National Criminal History Background Check

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Please note: We encourage applications from individuals who believe they possess the key competencies and can demonstrate the ability to execute the responsibilities, even if you do not have every listed qualification/skill.

Individuals who want to contribute meaningfully to promoting a more equitable, economically vibrant, and environmentally sustainable food system in Rhode Island, please send: a cover letter and resume to jobs@rifoodcouncil.org with “**Food and Climate Communications Internship**” in the subject line.