CLIENT ENGAGEMENT AND ORGANIZING INTERNSHIP

ABOUT JUST HARVEST:
Founded in 1986, Just Harvest empowers and mobilizes people to eliminate hunger, poverty, and economic injustice in our communities. We fight hunger by influencing public policy, engaging in advocacy, and connecting people to public benefits.

ABOUT THE PROJECT:
Client perspectives and participation are a key component to the effectiveness of our advocacy efforts. The Organizing and Engagement Intern will create opportunities for food stamp and tax clients to share their experiences and voice their concerns about public safety-net programs.

INTERN RESPONSIBILITIES:
- Compassionately interview clients for our story bank, and develop relationships with them.
- Draft one-page policy summaries, letters-to-the-editor, petitions, and other media.
- Work with volunteers to distribute and collect signatures for petitions, sign-on letters.
- Encourage clients who want to draft letters to the editor.
- Schedule and participate in meetings with legislators and administrative officials.
- Invite clients and Just Harvest members to meetings with legislators and administrative officials.
- Help clients register to vote, check their registration status in the Voter Activation Network.
- Work with volunteers on pledge to vote and voter registration drives.
- Work with volunteers on get-out-the-vote and issue based phonebanks.
- Participate in and help facilitate our monthly Action Against Hunger team meetings (community meetings where we plan campaigns and actions).
- Participate in meetings with partner organizations.

SKILLS:
- Basic computer skills
- Comfort in talking to a wide variety of groups

MSW - CO Concentration Field Placement
SNAP APPLICATION & POLICY INTERNSHIP

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ABOUT THE PROJECT
The Supplemental Nutrition Assistance Program (SNAP), formerly called Food Stamps, is the nation’s largest food assistance to more households than other program. Over 160,000 residents of Allegheny County receive SNAP/food stamp benefits. However, it is estimated that an additional 110,000 residents are eligible for the program but are not participating.

INTERN RESPONSIBILITIES
Just Harvest is seeking motivated interns to assist low-income households. These interns will assist in informing our struggling neighbors about SNAP benefits and assist them through the application process:

- Follow-up with clients as they continue through the application process
- Complete eligibility screenings and applications.
- Maintain accurate client records in database.
- Encourage clients to participate in Just Harvest’s community meetings and advocacy campaigns.
- Provide basic case advocacy assistance.
- Assist with community education and outreach efforts related to SNAP, including developing relationships with other service providers and strengthening cross-referral programs.
- Assist with tracking SNAP administrative and legislative policy changes, and facilitating program changes to accommodate policy changes.
- Participate in quarterly DHS meetings.
- Evaluate customer service issues with local county assistance offices through surveys and other participatory research methods.

SKILLS REQUIRED:
- Empathy towards financially struggling households
- Basic computer skills

MSW Foundation or BASW Field Placement
Community Outreach and Education Internship:
Fresh Access & Fresh Corners

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ABOUT THE PROJECT
One in seven residents of Allegheny County rely on SNAP benefits (food stamps) to keep food on the table. At Just Harvest, we believe that everyone deserves access to the healthiest, freshest food available. Our Fresh Access program equips farmers markets to accept food stamp benefits, while our Fresh Corners program helps corner stores sell fresh produce, and we are working to get the word out! We’re looking for a communications intern to work on our media strategy and outreach for Fresh Access & Fresh Corners.

INTERN RESPONSIBILITIES
- Outreach to organizations, schools, and places of worship about distributing materials, hosting a speaker, and/or coordinating services
- Train and coordinate outreach volunteers to distribute materials about Just Harvest services.
- Write press releases and other print media content
- Manage social media communications for Fresh Access & Fresh Corners (Twitter, Instagram)
- Potential work on radio/TV promotional content
- Assist with updating materials & fact sheets.
- Encourage community members to participate in Just Harvest’s community meetings and advocacy campaigns.
- Assist with fundraising events and membership development drives.
- Assist with the coordination and facilitation of poverty simulations.

SKILLS REQUIRED:
- Excellent written and verbal communications skills
- Proficiency with social media
- An understanding of and interest in farmers markets and local food economies
- Basic computer skills
- Comfort in talking to a wide variety of groups

MSW Foundation or COSA concentration