



YOUTH FARM INTERN SUPERVISOR APPLICATION

Return application to the Enoch Davis Information Desk. Digital applications are available at stpete.org/youthfarm. Applications are due by **Wednesday, May 29th at midnight**.

To be a paid Youth Farm Intern Supervisor, you must be able to perform the job described and meet the following qualifications.

JOB DESCRIPTION

- Manage and increase the effectiveness of program services and events related to the new Youth Farm at Enoch Davis
- Recruit, train and supervise all Teen Intern staff including staff discipline reports, parent concerns, and incident reports, as needed
- Provide all necessary reports for funders, board of directors and supervisor including attendance, budget and daily program activities
- Participate and at times lead curriculum and a daily schedule while Youth Farm Interns are present
- Ensure all staff is up to date on training requirements
- Organize and manage communication between various speakers and guest presenters who will provide curriculum and direction
- Attend occasional evening and weekend activities and events

QUALIFICATIONS

- You are between the ages of 19-24
- You live in the South St Petersburg CRA (Roughly defined South of Central, North of 26th Ave South, West of 4th Street South and East of 49th Street South)
- You are able to work Monday–Thursday 7:30am–1:30pm from June 10–July 31st at the Enoch Davis Recreation Center
- You have completed High School or GED requirements and are in or interested in higher education for yourself
- You have at least 1 year effective experience in peer leadership or leading middle or high school age youth
- You have an interest in food, and are eager to learn what it takes to become a food leader or entrepreneur
- You are willing to learn alongside student interns how to grow and prepare food in a healthy, food-safe way
- You have excellent verbal and written communication skills
- You are able to use Microsoft Office Suite
- You have excellent interpersonal skills and the ability to collaborate
- You have excellent problem solving abilities
- You are calm under pressure, particularly when parents or students are agitated
- You have demonstrated a commitment to high professional ethical standards
- You have a collaborative work style and a commitment to get the job done
- You have a high comfort level working in a diverse environment
- You can pass DCF qualifications for Level 2 Background Screen & a Drug Test
- Are a self-starter who can problem solve
- You have good organization and time management skills
- You are willing to complete required training

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APPLICATION PROCESS

I. Application

Complete the paper or online application yourself, on or before midnight on May 29, 2019. Your application should be written and completed using your own words, without the help of a parent or guardian.

*** Honestly and thoroughly complete all questions, marking "N/A" or "Do not have" on questions that are not applicable to you. Every question should have a response.

II. In-Person Interview

- a. You will be expected to show up for an in-person interview.
- b. Selections will be made on or before June 1, 2019, and work will start June 10, 2019.

APPLY

Address: _____

Mobile Phone: _____

E-mail Address: _____

Birth Date: _____

Grade: _____

School: _____

Parent/Guardian Information

Full Name: _____

Address: _____

Phone: _____

E-mail Address: _____

- I have listed multiple parent/guardian information on back of form.
- My parent(s)/guardian(s) are aware of my application to participate in the Youth Farm.

Please sign and date indicating you have read the job description and qualifications and believe that you meet the qualifications and would like to apply for an intern supervisor position.

Signature

Date

(Continued on next page)

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SHORT ANSWER QUESTIONS (Use the back of the page if more space is needed.)

1. **Why do you want to be a part of the Youth Farm program?** _____

2. **Describe any experience(s) working with food. This can be any experience preparing and/or growing food.**

3. **Please list all relevant experiences related to you supervising or leading high school age youth or other youth? List one or more examples for how you were influential in the youth's lives you worked with in these experiences.**

4. **Do you have any experiences with youth that would cause the hiring Task Force to question your integrity and/or ability to work safely with minors? If so, describe briefly the experience and how it is or is not relevant to this current position.**

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REFERENCES

Provide below the information of two or three people that know you and would be willing to be a reference for you. This could be a teacher, coach, youth leader, family member, or friend who knows you well.

Reference Name: _____

Phone Number: _____

E-mail: _____

How do you know this person?

Reference Name: _____

Phone Number: _____

E-mail: _____

How do you know this person?

Reference Name: _____

Phone Number: _____

E-mail: _____

How do you know this person?
