



**Careers  
on the Grow**



## Education & Training Intern

**Organization:** Second Harvest

**Department:** Food Rescue

**Reports to:** Manager, Education & Training

**Format and location:** Hybrid

**Start date:** Approximately July 3, 2023

**Length of internship:** 6 weeks

### We are

Second Harvest is Canada's largest food rescue organization and expert in perishable food recovery. We rescue surplus, unsold food from across the supply chain and redistribute it to not-for-profits across the country to feed communities.

Second Harvest is looking for an adaptive, collaborative, strategic thinker to join our team as the **Education & Training Intern**. Reporting to the Manager, Education & Training, this position is created to support in developing and facilitating core training to various audiences nationally. The Education & Training Intern will also be responsible for analyzing program data to determine impact and celebrate successes.

### You will

Support the Food Rescue team with the following:

- Support the development of support materials for core training.
- Directly facilitate core trainings to a wide range of audiences.
- Support in facilitating workshops as a second facilitator
- Support with community events, outreach, advisory groups, and public speaking about the work of Second Harvest as needed.
- Manage and analyze training data to assess program impact for the current program year.
- Amalgamate impact stories, testimonials, and photos and input all content into Second Harvest's asset bank.

### You are:

- **Partnership-focused:** you care deeply about prospecting leads and cultivating positive user experiences.
- **Naturally curious:** you're innovative, creative, and constantly looking for ways to improve things.
- **Analytical:** data is your friend; you're able to translate numbers into action and pave the way for efficiency.
- **Knowledge sharer:** you enjoy sharing best practices within diverse settings and come alive in instructional environments.



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- **Bilingual:** bilingualism is an asset.

Second Harvest requires that all employees be fully vaccinated against COVID-19 as defined by Health Canada. The Organization will comply with its obligations pursuant to the applicable human rights legislation and accommodate any prospective or current employee who is unable to be vaccinated for substantiated reasons, such as medical or religious reasons. Second Harvest's vaccination policy is available upon request.

### **Other helpful information:**

- The ability to work flexible hours would be an asset. Hours will be coordinated with the intern to determine those that work best for all parties.
- The intern will require access to a personal computer.
- A reliable internet connection with video/audio will be required.
- Should be comfortable using the Microsoft suite of applications (Word, PowerPoint, Excel, etc.), Microsoft Teams, and Zoom Webinar
- Access to reliable transportation to both urban and non-urban areas to deliver in-person workshops is an asset