Title: Programs Intern
Reporting to: Sage McCoy, Programs & Partnerships Manager
Location: Remote

About Swipe Out Hunger: Founded in 2010, Swipe Out Hunger works to end student hunger on more than 600+ college and university campuses across North America. Swipe Out Hunger promotes on-campus solutions, policy and advocacy, and community building practices to address college food insecurity.

Role Description: The Programs Intern will support the Programs & Partnerships Manager in the development, recruitment for, and launch of two new programs which engage student leaders leading the movement to end college student hunger. This position will also support the overall engagement of our 600+ campus partners. The Programs Intern is someone strategic and action oriented, innovative and organized, and will bring a holistic student lens to a growing team.

Responsibilities:

- **Student Engagement Program Development**
  - Research, benchmark, and connect with other organizations with national student chapter programs
  - Assist the Programs Team in creating templates, SOP's (standard operating procedures), and other materials for establishing Swipe Out Hunger national chapter programming
  - Design the application and selection process for the inaugural Student Leadership Council advisory group alongside Programs & Partnerships Manager
  - Set agendas and lead collaborative meetings with Swipe staff and inaugural Student Leadership Council cohort
  - Build evaluation process for Student Engagement programs to ensure effective and mission aligned impact

- **Network Support**
  - Create Swipe Out Hunger network resources to add to the existing open-source network library (e.g. written guide, live webinar, video, or other creative resource to further support campus leaders on the ground with their anti-hunger work)
○ Onboard new campus partners and direct to relevant resources as well as encourage participation in network engagement opportunities (e.g. swipe sessions, affinity groups, etc.)
○ Assist Program and Partnerships Coordinators with responding to and managing general Program Support email inquiries
○ Work with the team to create and implement solutions for key campus partner needs
○ Support the mission and day-to-day execution of the organization and complete other duties as assigned

Qualifications:
The following qualifications are representative of the high level of demonstrated skills, maturity, judgment and ability to work with a wide range of constituencies required of Swipe Out Hunger employees:

● Current or recently graduated college student
● Demonstrates connection of internship to future career goals and aspirations
● Willingness to learn and grow skills around attention to detail, time management, problem solving
● Strong interpersonal and writing skills
● Possess the skills to work with staff, students, and campus partners
● Be organized and exhibit “follow through” on tasks and goals
● Display a positive attitude, show concern for people and community, demonstrate presence, self-confidence, common sense, and good listening ability
● A strong strategic and creative thinker and collaborator with strong organizational skills and a collaborative work style
● Able to use discretion and exercise sound judgment

Compensation & Benefits Package:
The Programs Intern will work with a dedicated, upbeat, and collaborative team at the forefront of social enterprise. We work hard and encourage a balanced lifestyle.

Depending on the student’s availability, we are open to the intern working up to 15 hours/week at $20/hour.

The 6 month internship can take place from August/September to March/April. Start and end dates are flexible depending on the exact date of hire. Swipe Out Hunger is operating remotely and this role can be performed from anywhere in the United States.

Equal Opportunity Employer:
We are an equal opportunity employer and are committed to cultivating a team that reflects the rich diversity of the population we serve. We do not discriminate on the basis of race, color, national origin, religion, age, sexual orientation, gender identity or expression, marital or domestic partner status, veteran status, medical condition, mental or physical disability which would not prevent the performance of essential job duties without reasonable accommodation.