

**New City Neighbors Cafe Internship:**

New City Neighbors Cafe is a program of New City Neighbors. Our mission is to empower youth to reach their full potential. The New City Neighbors Cafe intern will specialize in kitchen prep and service at our Farmhouse cafe. As needed this person will work with cafe staff, or when appropriate, support youth employees in preparing farm fresh sides, soups, salads, pastries, and pizza toppings.

Learning opportunities:

- Introduction to all aspects of managing a farm to table commercial kitchen.
- Introduction to menu creation, budgeting, general kitchen skills, food safety, food packaging, catering, and more.
- Introduction to a nonprofit organization specializing in youth development and community building
- Introduction to food accessibility and providing farm-to-table education

Expectations:

- Interns are expected to adhere to all policies in the employee handbook
- Dependability and commitment
- Interest in learning about sustainable farm to table food preparation
- Attention to detail and good communication skills
- Ability to work alone and as part of a team
- Ability to follow instructions and ask clarifying questions when necessary
- Ability to perform a variety of tasks

Direct Report: This position will directly report to the Cafe Coordinator.

Hours: 250 Hours. The internship will be approximately 15-20 hours a week for approximately 16 weeks (+/- a couple weeks depending on how many hours are averaged a week). This internship will start in May at the candidates earliest convenience. We can offer some scheduling flexibility to accommodate other commitments, but priority will be given to candidates who are available Thursdays for our pop up pizza cafe day.

Pay: This is a paid internship of \$2,000.00 (250 hours). Intern will be paid \$1,000.00 stipend halfway of internship completion (125 hours), and additional \$1,000.00 at internship completion (250 hours). Curriculum hours and goals will be met per internship requirements.

Interested applicants should apply via our website: newcityneighbors.org/get-involved and send their resume to avrey@newcityneighbors.org