



## ASA 2025 Outreach Coordinator Internship

The Agricultural Stewardship Association (ASA) is a community-supported, nonprofit conservation organization located in Greenwich, NY. Our mission is to protect the community's working farms and forests, connect people to the land, and promote a vibrant future for agriculture and forestry in the region. Since 1990, ASA has conserved 180 properties totaling more than 32,792 acres of land, including two community forests.

Historically, our focus has been assisting farmers and woodland landowners to conserve their land using voluntary land protection agreements that limit future development while remaining in the ownership of these local families. Over the past several years we have been exploring other ways we might implement our mission while supporting our community to ensure that people, no matter where they live or whether they own land, can benefit from land conservation in a way that is meaningful to them.

ASA is pleased to offer one paid summer internship opportunity to assist with projects and programs focusing on community engagement. This Outreach Coordinator internship will focus on opportunities in both Washington and Rensselaer counties, and will report to ASA's Community Engagement Manager. The internship can be structured to be mostly spent at ASA's office in Greenwich, or be hybrid. There will be periodic offsite meetings, site visits, and attendance at programs and events throughout the internship.

The Outreach Coordinator intern position is designed for undergraduate students to gain hands-on experience. The intern will assist with ASA programs and events as well as general office support in a fast-paced nonprofit environment. The position is ideal for a student interested in community engagement, educational programming for diverse audiences, event planning, and conservation work. The Outreach Coordinator intern will primarily work on the following: 1) assist with implementing aspects of the Community Conservation and Engagement Plan; 2) assist with ASA outreach programs and events, including the Forever Farmland Supper and Landscapes for Landsake Art Show & Exhibition; 3) provide research and coordination on community conservation work; and 4) provide general support for the office and other staff, as time permits.

### Examples of Possible Intern Tasks:

- Leading a farm tour or Community Forest walk
- Facilitating a program for community groups, youth organizations, and/or those with mobility or cognitive challenges, etc.
- Help with research, outreach, and fundraising efforts for community land projects
- Assist with the preparation of ASA's "Forever Farmland Supper" and "Landscapes for Landsake" events

### Requirements:

- Must be enrolled in an undergraduate program (and must have completed at least one year by the end of Spring 2025) or have just graduated from an undergraduate program in Spring of 2025.
- Understanding of, and enthusiastic interest in the mission of ASA.
- Demonstrated strong organizational, research, and project management skills.
- Ability to work independently and as part of a team.
- Excellent interpersonal, oral, and written communication skills.
- Proficiency with Microsoft Office suite.
- Ability to sit and work on a computer up to 8 hours a day
- Ability to walk in the woods over varied terrain.
- Comfortable working with children.
- Reliable transportation. Willingness to travel with mileage reimbursement included.
- Experience with public engagement, educational programming, leading group tours, and event planning, a plus

### Employment Terms:

- \$17/hr and ability to work 4-5 days a week for 30-35 hours per week, which may include an occasional evening or weekend as arranged in advance.
- Ability to work between early June and mid-August, or as arranged.

If you have any questions about ASA's Outreach Coordinator internship opportunity, and/or would like to apply for the internship, please submit a resume and cover letter to Kara O'Malley Scieszka, Community Engagement Manager, at [kara@agstewardship.org](mailto:kara@agstewardship.org). Applications will be reviewed on a rolling basis until the positions are filled. Qualified candidates will be interviewed either in person or virtually.

ASA is an equal-opportunity employer and is committed to enhancing diversity, equity, and inclusion in our organization and land conservation. People of color, women, LGBTQIA+ individuals, and people with disabilities are encouraged to apply.

For more information on ASA visit [www.agstewardship.org](http://www.agstewardship.org)