

Internship Title: **Summer Marketplace Intern**

Department: Direct Services

Reports To: Direct Services Coordinators, Zoë Bross and Louis Avalos

Internship Term:

Summer Program, 12-14 weeks

3 days/week, 15–20 hours/week

School Credit Offered, Unpaid

Age Requirement: Must be over 18

Internship Summary:

This internship offers a structured learning experience aligned with Feeding San Diego's mission to end hunger and inspire generosity. The Marketplace Intern will support specific projects designed to contribute to departmental goals while gaining valuable skills and exposure to nonprofit operations.

Learning Objectives:

By the end of the internship, the intern will be able to:

- Objective 1: Manage and guide various volunteer teams
- Objective 2: Analyze demographics and service trends using FSD's internal reporting tools
- Objective 3: Understand FSD's Food Rescue channels and warehouse processes

Primary Responsibilities:

- Responsibility 1: Support daily operations and facilitate the flow of food into the Marketplace
- Responsibility 2: Act as a liaison with the public and educate community members on FSD's food assistance resources
- Responsibility 3: Assist team members with signage creation and project development

Skills & Qualifications:

- Interest in nonprofit work and food insecurity issues
- Strong communication and organizational skills
- Familiarity with Microsoft Teams and Canva
- Ability to work independently and collaboratively
- Professional, respectful, and inclusive demeanor
- Bilingual in Tagalog or Spanish preferred

Tools & Resources Provided:

- Access to relevant software platforms
- Department-specific training
- Weekly check-ins with supervisor
- FSD Internship Orientation & Wrap-Up Evaluation

Performance Evaluation:

- Weekly progress check-ins
- Final evaluation conducted by supervisor, based on project outcomes and learning objectives
- Intern self-assessment and feedback form