

Dwayne O. Andreas AG ACADEMY

Agricultural Education Intern

Job Description

Job Summary:

We are seeking an energetic, responsible intern to join our growing program. In this position, you will be expected to work with Decatur Public Schools agricultural educators to lead student activities, manage FFA programs and coordinate SAE enterprises including our school-based Living Science Farm.

Anticipated Responsibilities:

CURRICULUM DEVELOPMENT

Create and develop agriculture curriculum under guidance from licensed teachers to include one unit of curriculum for Introduction to Agricultural Science, an instructional plan for school-farm visitors, and leadership development activities for officer/leader retreats.

SAE DEVELOPMENT

Work with students to develop and grow SAE projects (farm and non-farm) through SAE visits, school farm participation and planning, and periodic AET records review for summer activities.

FFA PROGRAM MANAGEMENT

Contribute to planning, coordinating and supervising FFA programs such as Illinois FFA State Convention, DPS Farm Progress Show display/booth, Decatur Celebration, Illinois FFA Camp, and chapter officer team retreats.

SCHOOL FARM MANAGEMENT

Assist in coordinating school farm activities such as student and volunteer working schedules, student and group visitors, and produce production, harvest and distribution.

Skills Needed

Excellent written and verbal communication skills

Self-directed and able to work without supervision

Energetic and eager to tackle new projects and ideas

Possess personal vehicle for transportation as needed

Typical Working Week

2-3 days in Decatur, IL or with Decatur Public Schools students working on FFA programs, SAE development or school farm activities.

2-3 days working remotely on curriculum development, planning, etc.

*Note that time will vary depending on program activities and student needs.

Compensation:

Compensation will be based on an hourly wage of \$10.00 per hour.

Weekly time reports will be submitted to intern supervisor.

Hourly time reports will consist of working-hours only, not travel.

Internship will last approximately 10 weeks – June 1st – August 15th.

Requirements:

High school degree or equivalent; must be enrolled in an accredited university/college program working towards receiving a degree in agricultural education or related field.

Proficient computer skills, including Microsoft Office Suite (Word, PowerPoint, and Excel) as well as familiar with The AET online record-keeping.

Must be 18 years of age, and must be subject to standard background check.

Interested candidates should send resume and cover letter to Mr. Andrew Klein at aklein@dps61.org by February 1st, 2020. Follow-up interviews will be requested as needed. Questions or inquiries can also be addressed to Andrew Klein.