



Programs Team Internship

Since 1987, the REFB has been helping our neighbors in need and currently operates 12 innovative programs under three strategic initiatives –

- Every Child, Every Day;
- Senior Security
- Neighborhood Hunger Network.

The Programs Team Intern position involves field work and an administrative component.

The ideal candidate will have:

- A great attitude and willingness to work on all kinds of projects including Diabetes Wellness Program, Senior Basket , Groceries to Go, School Pantry and After School Café.
- Interest in hunger issues
- Commitment to working with diverse communities
- Reliability, responsibility, and a strong work ethic
- Good customer service and interpersonal skills
- Ability to work independently and collaboratively
- Willingness to communicate in multiple languages
- Flexible schedule

Duties and Responsibilities:

- Attend an initial training to learn all aspects of programs of interest
- Attend and assist at food distributions at various locations in Sonoma County
- Sign up participants at food distributions
- Learn and maintain participant database
- Follow up phone calls for special issues

To apply email your resume and cover letter to Kris Richmond, krichmond@refb.org along with your interests and dates of availability with the subject heading “Programs Team Internship”.