



# Champaign, Clark, Darke & Miami County Farm Bureaus

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[ofbf.org/counties](http://ofbf.org/counties)

## Summer Internship

### Position Overview

Champaign, Clark, Darke, and Miami County Farm Bureaus are seeking a summer intern to provide special project and program support to the Organization Director to meet the needs of the membership relative to established organizational goals and objectives. The position will be located in Miami County and is a part-time position, 20-30 hours/week

### Primary Duties

- Provide support/event coordination to county leaders on county program and special projects as assigned by the Organization Director in pursuit of Ohio Farm Bureau and county Farm Bureau goals and objectives.
- Assist Organization Director with membership prospecting with agribusiness, local businesses, affinity partners, and other community groups in an effort to grow membership by developing business partnerships.
- Assist Organization Director with membership prospecting with consumers and farmers in an effort to grow all individual/family membership classifications for members and supporters.
- Assist Organization Director, County Office Administrator and county leaders in maintaining a robust social media presence in the area.
- Assist County Office staff as assigned by the Organization Director in all areas of county office operations, to include but not limited to accounting, member correspondence, Nationwide agency support, member service and membership marketing.

### Qualifications

- Completed at least one year of undergraduate coursework, preferably in an agriculture area of study
- Proficient in basic computer skills
- Organizational skills
- Capacity to motivate, enthuse and recognize volunteers
- Public speaking abilities
- Must have and maintain a valid driver's license and vehicle

To apply please send a cover letter and resume to [twatkins@ofbf.org](mailto:twatkins@ofbf.org)

**Deadline to apply is April 23, 2021. Anticipated start date is May 10.**