Kentucky Farm Bureau Federation

9201 Bunsen Parkway, P.O. Box 20700, Louisville, KY 40250-0700
Phone: (502) 495-5000

Position Title: Intern
Location: Louisville, Kentucky
Period of internship: May – July 2025
Basic Function: Supports KFB Commodity Division Staff

Specific Commodity Responsibilities:
- Provide program support for KFB Certified Farm Market Program (CFM) including but not limited to:
    - Assist with KFB CFM visits throughout the state.
    - Assist with social media content for KFB CFM Facebook page.
    - Assist with research and planning for 2025 KFB CFM Tour.
- Assist with planning and preparation of advisory committee meetings.
- Attend a district policy development meeting to learn about the policy development process.
- Assist with preparations for KFB Kentucky State Fair AgLand and/or Freddy Farm Bureau.
- Attend and assist at field days and county programming as applicable.

Other Responsibilities:
- Assist with and attend the 2025 Young Farmer Summer Outing and/or the 2025 Generation Bridge Leadership Summit.

Internal Relationships: Reports to the Director, Commodity Division
Provides support for other Divisions as necessary.

External Relationships: Has contact with various Kentucky Farm Bureau staff and affiliate company personnel. Develops and maintains contacts with Kentucky Farm Bureau volunteer leaders.

General Requirements:
- Junior, Senior or Graduate School.
- Must have reliable transportation.
- Strong writing, communication, and oral skills.

Time Requirements:
- Available May – July 2025.
- Approximately 20-30 hours per week.
- Some evening work and in-state travel possible.

Compensation: Interns will be paid at a rate of $15 per hour for a total of 10 weeks. Internship will begin in May and end in July 2025.

To apply, send letter of interest and resume to:

Renee Carrico, Director
Commodity Division
Kentucky Farm Bureau Federation
P.O. Box 20700, Louisville, Kentucky 40250-0700
E-Mail: Renee.Carrico@kyfb.com

Deadline to apply: **Wednesday, February 15, 2025**