

## 2022 SummerMeals4NCKids Internship Program Frequently Asked Questions for Interns

### 1. What is the NC Summer Nutrition Program?

The NC Summer Nutrition Program provides free meals to kids and teens during the summer months when school is not in session and children lose access to school meals. The NC Summer Nutrition Program includes the Summer Food Service Program and National School Lunch Program Seamless Summer Option, which are USDA nutrition assistance programs that reimburse schools and organizations (referred to as “sponsoring organizations” or “meal sponsors”) for providing free meals to kids and teens in low-income areas that meet nutrition guidelines. In NC, the North Carolina Department of Public Instruction (NC DPI) administers the program on a state level. Meal sponsors are located throughout NC. There are numerous locations throughout NC that are considered open meal sites where any child age 18 or younger can receive a meal at no cost with no ID or paperwork required. To learn more about the NC Summer Nutrition Program, visit [Summermeals4nckids.org](http://Summermeals4nckids.org).

### 2. What is the SummerMeals4NCKids Partnership?

The Carolina Hunger Initiative (CHI), in partnership with NC DPI, is partnering with meal sponsors across NC to provide support in sustaining or growing participation in the summer nutrition program so that more children have access to healthy summer meals. As part of the SummerMeals4NCKids Partnership, CHI is providing interns to a group of meals sponsors participating in the partnership. The interns will help to provide additional hands-on support during the summer.

### 3. Who is eligible to be an intern?

Interns will be current UNC Chapel Hill students. Students must have been enrolled in an undergraduate, graduate or professional degree program during the 2021-2022 academic year. Students graduating May 2022 are not eligible for the internship. Interns must be at least 18 years old.

### 4. What is the time commitment for the internship?

Interns will work approximately 400 hours over the summer. This works out to about 40 hours per week for 10 weeks, although number of weeks/hours per week will vary depending on the sponsoring organization each intern works with. **See job descriptions for each posting for more details** on specific requirements related to time commitment.

### 5. What type of compensation will interns receive?

Interns will be hired by CHI, which is part of UNC Chapel Hill, and will be on payroll at UNC Chapel Hill. They will be paid biweekly at a rate of \$15/hour. Interns will also be reimbursed for mileage for any necessary travel between their worksite and other locations, not including their daily commute to their worksite. CHI will manage the travel reimbursements.

### 6. What are additional benefits for interns participating in the internship program?

Interns will be part of a cohort with other college student interns. They will participate in training, professional development, and networking opportunities. They will also gain new skills and experiences through hands-on work experience. The internship is also an opportunity to learn more about child nutrition, food insecurity, summer nutrition programs, and potential career paths related to those areas.

### **7. Where will interns work?**

Interns will work ON-SITE at locations determined by the meal sponsor interns will be working with as part of the partnership with CHI. Meal sponsors will be located throughout NC. Information on the locations and meal sponsors internships will be available with are posted on the CHI website and intern application.

### **8. Will interns be provided with assistance in making housing arrangements for the summer?**

Interns will be expected to make their own housing arrangements. Many UNC Chapel Hill students are from other areas of North Carolina and return for the summer months. **This internship program is ideal for students already planning to live in an area where there is an intern position.**

### **9. Can this internship experience count towards a required practicum or internship experience for an academic program?**

It is possible that this internship experience can count towards a required practicum or internship experience for an academic program. Requirements for practicum and internships vary by program, however, so it may not work for all experiences. Applicants can indicate on their application whether they would like to count this towards a required practicum/internship, and the CHI team will work with the student to determine if the internship will meet their program requirements. If students have questions on whether this internship can potentially count towards a required practicum experience prior to applying, contact [Jessica6@live.unc.edu](mailto:Jessica6@live.unc.edu).

### **10. What type of training will interns receive?**

CHI will provide orientation/training to interns related to the Summer Nutrition Program. Training topics will be finalized once information is received from sponsors on anticipated job duties for interns so that interns are best prepared for their internships. Topics covered during the orientation/training may include:

- Overview of food insecurity and federal nutrition programs
- Background on Summer Nutrition Program, including relevant policies, rules and regulations they may need to be aware of
- NC Capacity Builder Map
- Cartwheel software that is used to document meals served
- Providing nutrition education/enrichment activities
- Marketing/promotion and outreach
- Planning/implementing Summer Nutrition Program events (kick-offs, end of summer celebrations, Farm to Summer Week, etc.)
- Social media
- Program evaluation
- Identifying and working with community partners

### **11. When will orientation take place and will it be in-person or virtual?**

The CHI team is planning to hold orientation the week of May 9, 2022. Information on specific dates/times will be shared with interns closer to orientation. At least some portion of the orientation will likely take place in-person in Chapel Hill.

**12. What types of projects/activities will interns work on with the sponsor?**

Interns may help with a variety of projects/activities related to supporting the summer nutrition program. Projects will vary depending on the sponsoring organization an intern is working with. Check the job descriptions for each position for information on projects/activities.

**13. What types of projects/activities will interns work on with CHI?**

Examples of potential projects interns may work on for CHI include assisting with program evaluation activities and developing content for the CHI website and/or social media channels highlighting their experiences and the summer nutrition program in the county where they are working. Projects and approximate hours spent on projects for the CHI team may vary by position based on the number of hours needed by the different sponsoring organization partners.

**14. What are the roles/responsibilities of the internship supervisor from the meal sponsor?**

The roles/responsibilities of the internship supervisor from the sponsoring organizations hosting an intern include:

- Working with CHI team to create a workplan for intern
- Participating in the intern selection process for their organization
- Participating in supervisor training with Carolina Hunger Initiative
- Providing orientation/training to intern on their program and role
- Regularly checking in with intern and providing them with feedback on their performance
- Providing feedback and evaluation to Carolina Hunger Initiative at end of internship

**15. What are the roles/responsibilities of the interns?**

The roles/responsibilities of the interns include:

- Participating in an orientation/training with the CHI team in May 2022.
- Working approximately 400 hours over the summer with an NC Summer Nutrition Program sponsor and CHI
- Maintaining agreed upon work schedule and immediately informs supervisor/CHI team if they have an issue that requires them to miss work
- Always maintaining professionalism throughout the practicum experience
- Acting in accordance with all rules, regulations, and professional standards of the University of North Carolina at Chapel Hill, Carolina Hunger Initiative, and sponsoring organization they are working with
- Completing a weekly report and participating in a weekly check-in meeting with the CHI team
- Completing a project with CHI

**16. What are the roles/responsibilities of CHI?**

The roles/responsibilities of CHI include:

- Leading the intern recruitment process and working with sponsors on the selection of interns
- Hiring/paying interns
- Providing orientation/training to interns
- Providing support to sponsors hosting interns
- Holding weekly check-in meetings with interns
- Providing professional development and networking opportunities to interns

