



# Development Research Intern

Job type: Part Time – 16 hours a week (flexible with scheduling)

Location: Washington, DC, Remote work available

Salary: \$16 per hour (non-exempt)

## Job Description

\*Applications received via Indeed will not be considered. All interested applicants should apply via the link listed in the "Application and Nomination Process" section.

The [Foundation for Food & Agriculture Research](#) (FFAR) is a non-profit organization that builds public-private partnerships to fund audacious research addressing the biggest challenges in food and agriculture. FFAR is committed to providing every person access to affordable, nutritious food grown on thriving farms. The Foundation pioneers scientific and technological innovation by funding research that fills critical research gaps. Ultimately, FFAR's partnership and results benefit farmers, consumers and the environment.

## Position Description

The development research intern works to further FFAR's mission by assisting with prospect research and additional supporting activities. The position reports directly to the senior development research officer.

This position is not eligible for benefits; however, academic credit is available.

## Duties and Responsibilities

- Learn about the challenges facing food and agriculture, specifically as it relates to climate change, sustainability and regenerative/climate smart agriculture
- Identify and research prospective funders related to agriculture, food systems and climate change
- Develop research profiles on companies, foundations, individuals or trade associations for partnership opportunities
- Provide summaries of the week's news articles related to food and agriculture



- Update current and prospective donor records in database
- Potential to attend virtual webinars or conferences on relevant topics
- Provide organizational and departmental support as requested

## Qualifications

- Strong organization and research skills, with keen attention to details
- Interest in innovative research in food, agriculture and related topics
- Excellent oral and written communication skills
- Proficient in Microsoft Office, specifically Word and Excel
- Fundraising/Donor Database software experience is helpful, but not required
- Currently be working toward a degree at a university or college in a related field
- This internship is open to all majors; coursework related to agribusiness, food systems, environmental studies or project/nonprofit management considered an asset
- Self-motivated, team player with the ability to meet deadlines, remain flexible and adjust to changing priorities in a fast-paced, virtual working environment

## Application & Nomination Process

To apply for this position, please include the following:

- A cover letter and resume, along with a short writing sample. Writing samples can be pulled from coursework and shortened appropriately. Please make sure the context of the sample is clear.
- Potential availability, including start and end dates (may be included in the cover letter).

Please send all requested application materials to Lauren Hershey at [lhershey@foundationfar.org](mailto:lhershey@foundationfar.org) with the subject line "Development Research Intern Application" by **Friday, October 8th**.

**Incomplete applications will not be considered. No calls please.**

## Additional Information

This position requires long periods of sitting at a desk and working on a computer. Must have the ability to lift up to 20 lbs.



## EEO Statement

*FFAR is an equal opportunity employer. Applicants are considered for positions without regard to race, color, religion, sex, national origin, age, physical or mental disability, genetic information or any other category protected by applicable federal, state or local laws. Applications are encouraged from individuals who may fall into any such groups, as well as from veterans and uniformed service members.*