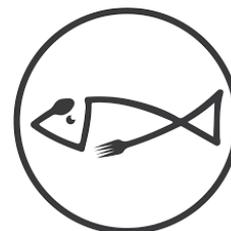


Student Internship



Faculty of Land and Food Systems
THE UNIVERSITY OF BRITISH COLUMBIA



Coho Commissary

Position Title: Commissary Kitchen Community Building

Background

Coho Commissary Inc. provides kitchen space, business consultation, and incubation services to help small scale food processors grow their businesses. Coho currently has two locations: a baking focused kitchen in Vancouver and a gluten free food processing facility in North Vancouver. It is currently building out a larger kitchen and food innovation space in East Vancouver to open in the summer of 2019.

The Land & Food Systems Career Development Internship aims to engage UBC students with their local food system and create opportunities to experience the working environment of a food sustainability focused organization. Interns work alongside food systems practitioners and faculty to increase their understanding and knowledge of food systems work, from organic agriculture to food production methods, food-focused community engagement, and business management.

Coho Commissary sets itself apart by providing partnership opportunities with local retailers, distributors, and a myriad of other services required for food companies to grow. With its upcoming new building opening soon, Coho is looking to further its understanding of community kitchen users' needs and opportunities, and then build the necessary partnerships with support organizations. The Commissary Kitchen Community Building Intern will first assist the Coho team in identifying needs and opportunities. The Intern will then solicit and build relationships with supportive suppliers, retailers, and distributors. Lastly, the Intern will develop and help run programs and events that will bring benefits and growth to kitchen users. The Intern will gain valuable experience in the fast-paced start-up environment, and as such, the change to acquire transferable sales, business development, and event planning skills.

Interns are expected to enroll in the Career Development Internship course (LFS 496 - 3 credits) twice: once in the Summer semester and once in Winter 1 semester. At the end of the 28-week program, students will be eligible to receive course credit towards their UBC degree.

Duties

The Commissary Kitchen Community Building Intern will work alongside the farm supervisor and other farm staff on the following tasks:

- Survey 50+ diverse, kitchen business members to identify common needs and opportunities.

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- Analyze survey data to determine necessary programs and partnerships necessary to further support kitchen members.
- Build and deliver partnership pitches, and then maintain relationships with partners.
- Develop and deliver community building events.

Preferred Qualifications

- UBC student eligible for LFS 496
- Confident, comfortable, and bold to work proactively with our membership and external companies
- Great communication skills, both verbally and written
- Strong interpersonal and relationship building skills
- Excellent problem-solving skills
- Self-driven, upbeat, passionate, optimistic and friendly (while still being professional)
- Responsible and dependable, takes ownership of the work
- Preferably have run events (student groups or community events)

Position Details

- May to December 2019
- 6-9 hours per week
- Flexible schedule to be determined with the candidate.
- Some weekday evenings and weekend availability is preferred.
- This is an unpaid, for credits, internship

How to apply

Along with your resume please write a brief letter (max. 500 words) outlining the following:

- Apply by submitting one Adobe PDF document combining a cover letter and résumé.
- The cover letter should be maximum 500 words, state which internship position you are applying for, and what you hope to gain from such an experience or how you feel this experience would contribute to your overall learning and education at UBC
- **Email:** Andrew Barnes, andrew@cohocommissary.com
- All applications should clearly refer to "Career Development Internship"
- Applications received by **February 24th 2019** will receive priority consideration, but the position will remain open until filled.
- Please no phone calls
- More information about the [Centre for Sustainable Food Systems at UBC Farm](#) and [Coho Commissary](#)