



National Association of Agricultural Educators
300 Garrigus Building – Lexington, Kentucky 40546-0215
Voice: (800) 509-0204 or (859) 257-2224 **Fax:** (859) 323-3919
Web: www.naae.org **E-mail:** asmith.naae@uky.edu

Advocacy Intern Position Announcement

What is NAAE?

NAAE is the professional association for school-based agricultural educators. NAAE is ...
“Professionals providing agricultural education for the global community through visionary leadership, advocacy and service.” There are nearly 8,000 members of NAAE nationwide who are agriculture teachers in middle schools, secondary schools, postsecondary institutions, agricultural education faculty in colleges and universities, statewide coordinators of agricultural education, college/university agricultural education students and others who support the school-based agricultural education profession.

Position Description – “Advocacy Intern”

NAAE anticipates hiring one advocacy intern for the summer of 2010. The advocacy intern’s primary assignment will be to assist with national advocacy for school-based agricultural education. Under the supervision of the NAAE executive director and the ACTE senior director of public policy, the intern will assist in influencing individuals and groups in the Washington, DC metropolitan area who are in a position to support school-based agricultural education as a part of our nation’s career and technical education system. Such groups and individuals include, but are not limited to, members of the United States Congress and their staff persons, agriculture- and education-related organizations, and federal mission agencies. The intern’s duties will vary from assisting with NAAE’s and ACTE’s day-to-day public policy activities, to working with agriculture teachers who are attending National FFA’s Washington Leadership Conference program, to conducting personal visits with members of Congress and their staff persons.

This will be an 8-week assignment. The exact dates of the internship are negotiable. The internship may begin as early as late-May 2010 and end as late as mid-August 2010.

The intern may also be invited to attend the 2010 NAAE Convention in Las Vegas, Nevada, in December 2010 as a member of the NAAE convention staff. All NAAE convention travel expenses will be paid by NAAE.

The intern will report to the NAAE executive director. All completed work is subject to the approval of the NAAE executive director.

Position Requirements

Education: As of July 1, 2010, candidates must be rising college juniors or seniors, post-baccalaureate students completing teacher certification requirements, or graduate students. Candidates must be majoring in ag ed and be planning to teach agriculture in a school-based setting at some level of instruction.

Skills: Strong communication skills (writing and speaking) and word processing required; some skills with database programs preferred.

Experience: Training and experience in advocacy, government relations, public relations, and/or communications desired; agricultural education experience as a student and/or teacher desired.

Location

Even though the NAAE main office is in Lexington, Kentucky, the advocacy internship will be located in Alexandria, Virginia (Washington, DC metropolitan area) at the Association for Career and Technical Education (ACTE) located at 1410 King Street, Alexandria, Virginia 22314. NAAE maintains an office at the ACTE building.

Compensation

The compensation for the internship will be \$3,000 total. The final paycheck may be held until all assignments are completed to the satisfaction of the NAAE executive director. In addition, one coachclass, advance purchase, roundtrip airfare (or mileage at the NAAE reimbursable rate, whichever is lesser) from the intern's current location to the Washington, DC metropolitan area will be paid. Other expenses, including housing, meals, and incidental expenses while in the Alexandria, Virginia/Washington, DC metropolitan area, will be the responsibility of the intern.

Application Procedures

To apply, please prepare a packet to include a letter of application, resume, a brief portfolio that includes writing samples, and a minimum of three letters of reference. In the letter of application and/or resume be sure to include specific interests and experience in advocacy, government relations, and related areas. Send the complete application packet to:

Alissa Smith
Associate Executive Director
National Association of Agricultural Educators
300 Garrigus Building
Lexington, KY 40546-0215

Application Deadline and Review Process

Completed application packets should be sent to the NAAE office postmarked no later than **February 15, 2010**. Applications sent via facsimile or electronic mail will not be accepted. The review process will begin as soon as application packets are received. The successful candidate and unsuccessful candidates will be notified in writing as soon as possible but not later than April 1, 2010.

Questions/Comments

Questions or comments may be directed to Alissa Smith, at the NAAE office, by calling (859) 257-2224 or (800) 509-0204, or by sending e-mail to asmith.naae@uky.edu.

NAAE is an equal opportunity organization. NAAE will not discriminate against any individual based on race, creed, color, religion, sex, national origin, ancestry, age, physical or mental handicap, or veteran status.

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Communications Intern Position Announcement

What is NAAE?

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Position Description – “Communications Intern”

NAAE anticipates hiring two communications interns for the summer of 2010. Each communications intern’s primary assignment will be writing award citations, news releases, presentation scripts, and newsletter entries for 2009-10 NAAE award winners, contacting award winners for photographs, and other NAAE communication related tasks. The writings will be included in publications such as the 2009-10 NAAE Annual Report (a web-based document), NAAE *News & Views*, other ag ed publications and local newspapers of award winners.

This will be an 8-week assignment. The exact dates of the internship are negotiable. The internship may begin as early as June 1, 2010 and end as late as August 31, 2010. If an intern cannot spend the full eight weeks in Lexington, Kentucky or in the likely event that an intern cannot complete all assignments during time spent in Lexington, Kentucky, the assignments may be completed after the intern returns to his/her university.

The interns may also be invited to attend the 2010 NAAE Convention in Las Vegas, Nevada, in December 2010 as a member of the NAAE convention staff. All NAAE convention travel expenses will be paid by NAAE.

The interns will report to the NAAE associate executive director. All completed work is subject to the approval of the NAAE associate executive director.

Position Requirements

Education: As of July 1, 2010, candidates must be rising college juniors or seniors, post-baccalaureate students completing teacher certification requirements, or graduate students. Preference will be given to candidates majoring in ag ed and planning to teach agriculture in a school-based setting at some level of instruction.

Skills: Strong communication skills (writing and speaking) and word processing required; some skills with database programs preferred.

Experience: Training and experience in professional writing, such as writing for mass media; agricultural education experience as a student and/or teacher desired.

Location

NAAE is located in Lexington, Kentucky, in collaboration with the University of Kentucky. The internship positions will be located at the NAAE office located at 300 Garrigus Building, University of Kentucky, Lexington, Kentucky 40546-0215.

Compensation

The compensation for each internship will be \$3,000 total. The final paycheck may be held until all assignments are completed to the satisfaction of the NAAE associate executive director. In addition, one coach-class, advance purchase, roundtrip airfare (or mileage at the NAAE reimbursable rate, whichever is lesser) from the intern's current location to the NAAE office will be paid. Other expenses, including housing, meals, and incidental expenses while in the Lexington, Kentucky area, will be the responsibility of the intern.

Application Procedures

To apply, please prepare a packet to include a letter of application, resume or vita, a minimum of three letters of reference, a portfolio of materials showing the applicants proficiency in the skills and experiences requested (portfolio should include a writing sample completed independently by the applicant), and if applicable, a list of web sites the applicant has developed. Send the complete application packet to:

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Associate Executive Director
National Association of Agricultural Educators
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