



**Cleveland Metropolitan School District**

**Operations Division**

**School Nutrition**

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**School Nutrition Internship Program**

**Summer 2023**

**School Nutrition Department at Cleveland Metropolitan School District**

Our Vision: To nourish and educate our scholars and staff.

Our Mission: To ensure that each scholar receives prompt, professional and courteous service, a nutritious meal or snack, and practical nutrition education.

Our Core Values:

We will collaborate, build relationships and work as a team,

We will set the standard for quality service.

We will commit to professional development.

We will act with compassion and integrity.

We will communicate effectively.

We will be innovative with our ideas and services.

## **School Nutrition Operations Internship**

This internship has flexibility to be geared toward the intern's specific interest. Below are some areas that we can offer:

### **Position Description:**

- Assist Area Supervisor with day-to-day operations of school cafeterias
- Conduct site visits with Area Supervisor at specific school sites
- Assist with training and professional development for school-based staffed
- Assist in researching and applying for grants
- Help increase our meal participation for breakfast and lunch through engaging ideas, promotional events, etc.
- Work with staffing coordinator on on-boarding, job fairs, other career events
- Complete special projects pertaining to interns' interest
- Other office duties as assigned

### **Qualifications/Requirements (Please allow 6-8 weeks for on-boarding)**

-High School Diploma

-Good oral and written communication skills

-Valid drivers license and reliable transportation

-Pass background check and drug test

**Deadline/Time Frame:** We accept inquiries on an on-going basis and the time frame can be determined by the intern

**Compensation:** TBD

**Please send any inquiries to Mallory via email at [Mallory.Packard@clevelandmetroschools.org](mailto:Mallory.Packard@clevelandmetroschools.org)**