

Seed Savers Exchange Organic Seed Sales Internship Opportunity

Position Title: Organic Seed Sales Intern

Purpose: To learn all aspects of organic commercial seed sales and seed production including the identification of heritage varieties not currently commercially available and re-introduction of those varieties to gardeners through SSE's commercial seed catalog.

Job Description: Three consecutive positions will be available during three separate periods of the year. Students in these positions will work under the supervision of the Vice President of Sales. All positions are based on a 40 hour Monday – Friday work week with some weekends expected.

Term 1: Garden Planning Assistant - January-April 2009

Research and plan the upcoming trial gardens, stock seed productions and small scale certified organic commercial seed productions at Heritage Farm. This will involve working closely with SSE's Inventory manager to plan a 1+ acre garden located near the LGVC. This garden will allow visitors to view the entire catalog line of vegetables, flowers and herbs currently available. This garden will serve as the basis for comparing other varieties growing simultaneously in SE's preservation gardens. During this time the intern will also assist with shipping mail order transplants and certified organic seed potatoes.

Garden Planning Assistant- January – April 2010

Evaluate data from the previous January-April 2009 Term. Then move forward with researching and planning the upcoming trial gardens, stock seed productions and small scale certified organic commercial seed productions at Heritage Farm.

Responsibilities:

- ❖ Assist with research, planning and evaluation of public display gardens
- ❖ Assist with planting preparation for display gardens
- ❖ Assist with mail orders of transplants and certified organic seed potatoes

Term 2: Horticultural Data Assistant - May-August 2009

The primary focus during this term will be compiling comparative data between existing catalog varieties and varieties being regenerated in the preservation gardens. This will be done with the assistance of Aaron Whaley and SSE's Horticultural Technician. During May, interns will also work with shipping mail-order transplants and in July and August will assist with the mail-order garlic harvest.

Horticultural Data Assistant - May-August 2010

Evaluate data from the previous May-August 2009 term. This will be done with the assistance of Aaron Whaley and SSE's Horticultural Technician. During May, interns will also work with shipping mail-order transplants and in July and August will assist with the mail-order garlic harvest.

Responsibilities:

- ❖ Assist with compilation of comparative data between existing catalog

- ❖ varieties and those being regenerated in the preservation gardens
- ❖ Assist with planting and maintenance of various gardens
- ❖ Assist with transplant mail orders
- ❖ Assist with mail-order garlic harvest

Term 3: Seed Harvest Assistant - September-December 2009

Intern's primary focus during this term will be to work with SSE's Horticultural Technician to take varietal data as the harvests continue and finalize lists of varieties that will continue to be increased the following season. During this term interns will also help prepare, ship and compile data on SSE's certified organic garlic crops. Certified organic seed processing will also take place during this time period and interns will work closely with SSE staff to process wet seed and clean dry seed.

Seed Harvest Assistant - September-December 2010

Evaluate data from the previous September - December 2009 term. Intern's primary focus during this term will be to work with SSE's Horticultural Technician to take varietal data. During this term interns will also help prepare, ship and compile data on SSE's certified organic garlic crops. Certified organic seed processing will also take place during this time period and interns will work closely with SSE staff to process wet seed and clean dry seed.

Responsibilities:

- ❖ Work with SSE's Horticultural Technician to compile varietal data of varieties
- ❖ Assist with analysis and evaluation of trial varieties to help identify those varieties that will be added to the commercial seed production
- ❖ Help develop garden plans and recommendations for the following year
- ❖ Assist with processing of certified organic seed including wet seed processing and the cleaning of dry seed.

Reports to: Aaron Whaley, Vice President of Sales

Position Requirements:

- ❖ Candidates should have completed or are currently working towards a Bachelor's Degree in Horticulture, Plant Biology, or a related field. At minimum, applicants should have completed coursework in Botany and Plant Physiology. Additional coursework in the areas of Plant Nutrition, IPM, Plant Pathology, Soil Science, Weed Science, Plant Breeding, Plant Genetics, or Sustainable Agriculture is preferred
- ❖ Applicants should have previous plant propagation, gardening, or farming experience
- ❖ Applicants must be capable of working independently and have attention to detail
- ❖ Must be competent with various computer programs including Microsoft Word and Microsoft Excel. Familiarity with Microsoft Access and Adobe Photoshop is helpful.
- ❖ Candidates must be available for a full time internship, 8 hours/day, 40 hours a week,) including some weekends within the dates of each term.

Compensation:

- ❖ An hourly pay of \$9.00/hr is provided.

Applications:

- ❖ Applicants should submit a resume with cover letter describing their qualities and interests related to the position. Applicants that have not finished their degree should describe how this internship will fit into their overall educational experience.
- ❖ An un-official copy of your educational transcript and three references should also be submitted
- ❖ Application deadline is November 30th, phone interviews will be conducted with selected applicants.
- ❖ Email, or mail your application materials to;

Aaron Whaley - Seed Sales Intern
Seed Savers Exchange
3094 North Winn Road
Decorah, IA 52101

aaron@seedsavers.org

Please only email your application as an attached MS Word or PDF file.

Seed Savers Exchange is saving the world's diverse, but endangered, garden heritage for future generations by building a network of people committed to collecting, conserving, and sharing heirloom seeds and plants. www.seedsavers.org