



MICHIGAN SOYBEAN COMMITTEE

Soybean Industry Intern

I. QUALIFICATIONS

Soybean Industry Intern should have experience in an office setting. A basic knowledge of agriculture and soybeans is preferred.

1. High school diploma. Some college experience preferred.
2. Demonstrated ability to organize and successfully complete tasks.
3. Good at multitasking.
4. Ability to communicate effectively with staff and outside contacts.
5. Ability to work effectively both independently and in a team environment with little supervision.
6. Physical ability to lift and move equipment up to but not to exceed 20 pounds.

II. EXPECTATIONS

Under the direction of the CEO, the intern is intended to assist with the educational and promotional activities of the Michigan Soybean Committee on a seasonal, part-time basis. This position aims to offer a comprehensive look at the workings of all MSC program areas including production research, market development and outreach efforts. This position is mostly remote with field and travel expectations throughout the week.

A. Production Research Support

1. Assist in field research activities, including data collection, sample processing and information management.
2. Travel to research locations to coordinate trial implementation with cooperating producers. Collect in-season data measurements such as stand counts, plant height, soil and tissue samples.
3. Process field samples such as soil nodule counts and plant partitioning.
4. Organize trial background data from across locations, including site characteristics, management specifics and geo-referencing.
5. Assist in communication of MSC research activities through blog posts, social media, plot day representation and other activities as determined.
6. Review trial reports and current production issues to develop a grower message which shares the ROI of MSC efforts.

B. Communication & Outreach Support

1. Complete a social media campaign including Facebook, Twitter and YouTube of your choosing with the approval of the communication director during your internship.
2. Assist in communication of outreach activities through MSN, the Weekly and other activities as determined.

3. Assist with creating and editing external communication pieces including press releases, newsletters and general correspondence.
4. Assist, as needed, in the promotion of soybean products and occasional staffing of a soybean booth at various trade shows or events.

C. Market Development Support

1. Assist in the development of projects that increase exports of Michigan soybeans and promote international trade.
2. Assist with infrastructure projects that will fuel future demand growth for Michigan soybeans.
3. Collaborate with state and national livestock organizations to promote exports of Michigan and US meat and poultry products.
4. Assist in various biodiesel research projects and promotion activities.

D. Other Responsibilities

5. Provide accurate and timely staff time reports and any other reports as directed by supervisor.
6. Attend staff meetings.
7. Attend external meetings and events with staff when appropriate.
8. Set and work toward goals as discussed at the start and completion of the internship period.
9. Activities, projects, and other duties as assigned by supervisor.

III. COMPENSATION

- A. 30-40 hours weekly between the hours of 8:00 AM and 4:00 PM, Monday through Friday with occasional weekend and after-hours work.
- B. This is a paid internship at an hourly rate of \$12.00 per hour.
- C. Interns will be provided with an iPad for routine organizational communications.
- D. The duration of the internship will be approximately May through August 2022.
- E. Mileage will be reimbursed at the federal rate for miles incurred on a personal vehicle, inclusive of miles to the soybean office located in St. Johns, MI.