

# Rural Grocery Initiative Seeks Student Employee

## About the Rural Grocery Initiative

Rural grocery stores are anchor businesses in rural communities: they provide critical access to healthy food, offer significant economic benefits, and serve as gathering spaces where community members can connect. As such, the loss of rural grocery stores threatens not only the health of local citizens, but also the very existence of rural communities.

In 2007, the Rural Grocery Initiative (RGI) was established to help address the loss of rural grocery stores. Housed within K-State Research and Extension, RGI aims to sustain locally owned rural grocery stores to enhance community vitality and improve access to healthy foods. It does so by identifying, developing, and sharing resources that support grocers and rural communities.

To learn more, visit [www.ruralgrocery.org](http://www.ruralgrocery.org).

## Position Description

RGI is seeking a part-time student employee to help advance the mission of the program. The student employee will support projects related to rural food access, rural grocery stores, and community vitality and work with a variety of faculty, students, community stakeholders, and business leaders. This position is eligible for a remote or hybrid work environment and will include regular meetings with a remote supervisor. The successful candidate will need to use their personal computer or can use RGI's on-campus office space and computer.

Job responsibilities include:

- Support events held by RGI, including webinars and the National Rural Grocery Summit
- Manage internal resource database
- Conduct demographic research
- Draft social media posts and graphics
- Prepare materials for workshops, trainings, meetings, and other events
- Take meeting notes
- Support other tasks, as needed and assigned

## Qualifications - Required

- Strong writing skills
- Time management to meet deadlines
- Attention to detail
- Ability to work independently, identify problems, and find solutions
- Ability to work with others
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint)

## Qualifications - Preferred

- Experience and/or interest in rural food access and healthy food access

- Experience and/or interest in qualitative research methods
- Experience and/or interest in Adobe products (InDesign, Photoshop, etc.)

**Start Date:** This position starts in Summer 2023 and may be extended depending on performance.

**Hours:** 12 – 15 hours per week

**Hourly Rate:** \$13.00/hour

**To Apply:** Submit resume, names of three professional references, and cover letter by email to [rgi@ksu.edu](mailto:rgi@ksu.edu).

**Deadline:** Position open until filled. For best consideration, apply by Friday, May 12, 2023.

**Contact:** Hannah Jenkins, [hsjenkins@ksu.edu](mailto:hsjenkins@ksu.edu).

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