Date: August 5, 2021  
Title: Graduate Student Assistant (Position A)  
Wage: $16/hour  
Supervisor: May Patiño, Coordinator, Humboldt Food Policy Council  

Description: A graduate student assistant will assess best practices and policies for regional emergency food system planning on the North Coast. They will review, create a database of, and interview municipalities and counties that have emergency response system(s)/plan(s) that incorporate food system plans for connecting their communities to food and meals.

This is a remote student assistant position for the “Regional Resilient Food System” program, administered through Humboldt State Sponsored Programs Foundation (Auxiliary) and facilitated by the Humboldt Food Policy Council (HFPC). It is open to graduate students currently enrolled at Humboldt State University. The position requires reliable access to a computer and the Internet, and the ability to work remotely. The program is funded by a St. Joseph Community Partnership Community Recovery & Resilience Initiative grant to support regional food system recovery and resilience work.

Duties: a) Review municipal and county emergency response systems/plans that incorporate food system representation into the plans; b) Review best practices for emergency food distribution systems (e.g. explore food system incorporation into fire resiliency plans, identify best practices); c) Conduct interviews about lessons learned and best practices for food access and food system planning for emergency and disaster situations with regions and agencies identified to have experiences most relevant to the North Coast; d) Write a summary report that includes next steps; and e) Attend weekly research team meetings, and monthly HFPC Emergency Food System Committee meetings.

Required Qualifications: Enrolled as a graduate student at Humboldt State University. The availability to work 16 hrs a week starting in the Fall 2021 semester through January 31, 2022. Knowledge of relevant software applications (Microsoft Office and Google Drive), excellent organizational, time-management, and planning skills; ability to prioritize tasks, attention to detail and accuracy, adaptable to changing work environment, good communication and problem-solving skills. Ability to work well with others and independently. *Completion of CITI Training will be required before conducting any portions of the project that are subject to IRB.

Preferred Qualifications: Knowledge of or interest in the study of food systems is desirable.

Anticipated Start Date: Beginning of Fall 2021 semester.

To apply, submit a CV and cover letter, including specific experience to May Patiño at mrb17@humboldt.edu. In submission please indicate the position title(s) you are applying.

Humboldt State University Sponsored Programs Foundation is an Affirmative Action/Equal Opportunity Employer. We consider qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, protected veteran status, or any other legally protected status. More information about HSU SPF’s Equal Employment Opportunity hiring can be found here.

For assistance with the application process, please submit an Accommodation Request Form which can be found here or email the SPF Front Office at hsuf@humboldt.edu.