The UVM Food Hub Management Certificate extended program includes a 3-month Internship or Action Project to be completed in the time between the end of the Online Session and the final Residential Week. Students must successfully complete the Online Session in order to be eligible for the extended program.

Option 1: Independent Action Project
Independent Action Projects can be completed within a student’s place of work, or in conjunction with a Host Organization, or mentor. To successfully complete an Independent Action Project, students are required to:

- Define a project with meaningful learning objectives, and a realistic timeline for completion
- Arrange for supervision and/or mentorship, as needed
- Create and deliver a presentation to the cohort and faculty during the final Residential Session

Option 2: Low Residency Internship with a Host Site
Low Residency Internships are a flexible option for learning within a working Host Hub. The frequency and number of hours on-site will be determined based on the learning objectives of the student and the needs of the Host Hub. To successfully complete a Low Residency Internship, students are required to:

- Identify a Host Site that will provide an internship opportunity with adequate supervision
- Define a project with meaningful learning objectives, and a realistic timeline for completion
- Create and deliver a presentation to the cohort and faculty during the final Residential Session

Option 3: On-site Internship
The purpose of the On-site Internship is to provide students with on-the-job-training within a working food hub, or similar business. To successfully complete an On-site Internship, students are required to:

- Identify a Host Site that will provide an internship opportunity with adequate supervision
- Work a minimum of 20 hours/week for 3 months, and perform duties as outlined in a job description
- Create and deliver a presentation to the cohort and faculty during the final Residential Session

ACTION PROJECT PROPOSAL WORKSHEET

1. Please submit a description of your project and include concrete objectives and deliverables.
2. Describe your Action Project’s supervision plan and include the name and email address of your supervisor.
3. How much time will you spend per week on this Action Project?
4. List and describe which course modules will be applied within your Action Project.
5. If you’re working with a Host Site, please list the name, location, and email and/or phone number.