

1320 Research Park Drive
Manhattan, KS 66502
785-564-6700
www. agriculture.ks.gov



900 SW Jackson, Room 456
Topeka, KS 66612
785-296-3556

Mike Beam, Secretary

Laura Kelly, Governor

October 7, 2020

The State of Kansas Department of Agriculture (KDA) is accepting applications for a 2020 Fall intern to work with the Food Export Market Access Program. Students should be of Junior or Senior status or pursuing an advanced degree to apply.

Interested individuals should submit a cover letter, resume, writing example and two letters of reference to KDA.Internship@ks.gov no later than October 21.

The Division of Agriculture Advocacy, Marketing, and Outreach has an International Programs position available for up to 20 hours per week. The intern will be primarily working to support Food Export's Market Access Program export programs with the goal to increase performance measures for Kansas. The intern will participate in telephone conference calls, webinars and intern training sessions with Food Export staff. Progress reports will be submitted bi-weekly along with a record of hours spent supporting Food Export and Kansas Department of Agriculture's international projects. The intern will assist with updating the Food Export database of companies, collect information for Food Export newsletters and website, collect evaluation forms and have one-on-one discussions with companies that have participated in Food Export or KDA events. The intern will complete three success stories from companies that have participated in Food Export activities such as buyer missions, focused trade missions or have utilized Food Show Plus! services. Applicants should have attention to detail and the ability to work independently. Additionally, the intern should enjoy working with economic data and statistics as they will frequently be relied on to pull state trade data. Ag Business majors with an emphasis in International Business and Political Science majors with an emphasis in International Studies preferred.

Questions regarding internship positions with the Kansas Department of Agriculture can be directed to Dana Ladner, Compliance Education Coordinator. Contact information: Dana.Ladner@ks.gov or 785-564-6660.

Individuals with disabilities are encouraged to contact the Coordinator if reasonable accommodations are needed for any part of the application or hiring process. The Kansas Department of Agriculture is an Equal Opportunity Employer.