



**Project Role:** Graduate Intern – Program Evaluation & Impact Reporting

**Location:** Remote

**Organization:** CCOF Foundation

**Duration:** September 16, 2025-November 2025 (estimated 10 hours/week)

**Flat Rate:** \$2,700 for Graduate Students plus Additional Stipend

**Deadline for Consideration:** Aug 31, 2025

### About the CCOF Foundation:

The CCOF Foundation advances organic agriculture for a healthy world. We support organic farmers and producers through education, financial assistance, and technical support. Our core granting programs include:

- Future Organic Farmer Grant Fund
- Hardship Assistance Fund
- Organic Transition Program

### Project Overview

The CCOF Foundation seeks a motivated and detail-oriented Graduate Intern to conduct a comprehensive program evaluation and produce an impact report for our three core granting programs. This project offers a unique opportunity to contribute to the advancement of organic agriculture while gaining hands-on experience in nonprofit evaluation, data analysis, and impact storytelling.

### Scope of Work

- Design and implement a program evaluation framework tailored to each granting program.
- Collect and analyze qualitative and quantitative data from grantees, stakeholders, and internal records.
- Conduct interviews or surveys with past grant recipients to assess outcomes and long-term impact.
- Identify key performance indicators (KPIs) and develop metrics for ongoing evaluation.
- Produce a professional, visually engaging impact report summarizing findings, outcomes, and recommendations.
- Present findings to CCOF Foundation staff and stakeholders.

### Required Skills and Experience

- Currently enrolled in or recently graduated from a graduate program in Public Policy, Nonprofit Management, Public Health, Agricultural Studies, Environmental Studies, or a related field.
- Strong research, data analysis, and writing skills.
- Experience with program evaluation methodologies and tools.
- Familiarity with impact reporting and data visualization.
- Passion for sustainable agriculture, food systems, or environmental justice is a plus.
- Self-motivated, organized, and able to work independently in a remote setting.

### Preferred Skills

- Experience with tools like Excel, Google Sheets, Tableau, or other data visualization platforms.
- Coursework, skills, or related experience and aptitude related to program evaluation





Advancing organic agriculture through intentional education, financial support, and growth opportunities for organic professionals.

- Knowledge of organic agriculture or food systems.
- Bilingual (Spanish/English) is a plus but not required.

To express interest in this project

Please submit the following materials via this [application link](#):

- Resume or CV
- Cover letter detailing your interest and relevant experience
- Writing sample (preferably related to evaluation or research)

*This project is funded by*



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