



## Job Description

### **Position: Intern**

The California Association of Winegrape Growers (CAWG) is seeking a highly motivated and enthusiastic individual to join our team as a summer intern. This is an excellent opportunity for a student or recent graduate who is looking to gain hands-on experience in a dynamic and fast-paced organization.

### **Organization:**

CAWG is a statewide trade association that works to protect and promote the interests of California winegrape growers. The organization's mission is to advance the adoption of sound public policies and increase awareness of winegrape growers' contributions to the economy, environment, and California communities, with the goal of promoting the long-term success of the winegrowing industry. CAWG is committed to supporting the success of its members and ensuring the sustainability of the winegrape industry.

### **Key Job Functions and Responsibilities:**

This internship will provide a unique opportunity for the successful candidate to gain a wide range of working experience across various fields, including membership and database management, communications, public policy, industry relations, and more. The intern will have the chance to work alongside professionals in these areas and contribute to meaningful projects that will enhance their skills and knowledge. The position offers a broad scope of responsibilities and will provide invaluable hands-on experience that can be applied to future career opportunities.

### **Qualifications:**

- Currently enrolled in a bachelor's or master's degree program, or a recent graduate in a relevant field (such as agricultural business, viticulture, communications, political science, etc.,).
- Strong communication and interpersonal skills.
- Proficient in Microsoft Office Suite and social media platforms.
- Self-motivated and able to work independently as well as in a team environment.
- Knowledge of the winegrape industry and/or California agriculture is a plus.

### **Duration and Compensation:**

This is a paid, part-time (20-30 hours a week) summer internship, with a duration of approximately 10-12 weeks. The start and end dates are flexible, based on school schedules. This position is located in downtown Sacramento and requires in-office work, with occasional travel to wine regions. All travel will be reimbursed.

### **Application Process:**

To apply, please submit a cover letter and resume to [cawgjobs@gmail.com](mailto:cawgjobs@gmail.com). Applications will be reviewed on a rolling basis with interviews scheduled when appropriate. The deadline to apply is May 12, 2023.

*CAWG is an equal opportunity employer and provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, or any other characteristic protected by law. We are committed to creating a diverse and inclusive workplace that values and respects all individuals. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job.*

*Please note that the above is a general outline of the responsibilities of the position and is not intended to be an exhaustive list of all duties, responsibilities, and skills required. We value flexibility, adaptability, and a willingness to learn and grow in our team members.*