



Kern County Farm Bureau

President – Todd Snider

1st Vice President – Alex Dominguez

2nd Vice President – Aaron Flores

Treasurer – Lucas Espericueta

Executive Director – Rachel Nettleton

<u>Position:</u>	Communications & Membership Intern
<u>Reports to:</u>	Executive Director
<u>Duration:</u>	Fall 2026 (1), Spring 2026 (1), and Summer 2026 (1)
<u>Weekly Schedule:</u>	10 Hours - Fall & Spring (Flexible schedule, Monday- Friday); 15 Hours - Summer
<u>Location:</u>	1800 30 th Street, Suite 390, Bakersfield, CA 93301

About: The Kern County Farm Bureau (KCFB) is a non-governmental, non-profit, voluntary membership California corporation whose purpose is to protect, promote, educate and strengthen Kern County's agricultural interests. Farm Bureau is organized on a county, state and national level and members join by payment of nominal annual dues which entitles them to the wide range of services and benefits of membership.

Responsibilities:

- Membership Calls
 - Conduct outreach to current, potential, and expired members
 - Assist in promoting membership benefits and addressing inquiries
- Social Media
 - Plan and create engaging content for various social media platforms
- Public Relations
 - Assist in the creation of press releases, e-newsletters, and other announcements
- Office Support
 - Provide administrative support as needed, including document preparation, filing, and data entry
 - Assist in organizing and maintaining office resources
- Event Coordination
 - Collaborate on planning and executing events or programs
 - Assist in logistical tasks related to events hosted by the Kern County Farm Bureau
- Research and Analysis
 - Conduct research on relevant topics to contribute to content development
 - Analyze data and provide insights to enhance communication strategies

Qualifications:

- Currently enrolled in a college or university
- Strong communication and interpersonal skills
- Detail-oriented with excellent organizational abilities
- Basic knowledge of agriculture is a plus

To apply, please email your resume, cover letter, and transcripts to: Trisha Harmon at tharmon2@csub.edu, or apply on Handshake (Job #10791132).



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