



SMADC is a division of the
TRI-COUNTY COUNCIL
for SOUTHERN MARYLAND

SMADC Summer Internship Program

Description:

The Southern Maryland Agricultural Development Commission (SMADC) is a division of the Tri-County Council for Southern Maryland (TCCSMD).

The SMADC Summer Internship Program offers a unique opportunity for highly motivated college students pursuing degrees in agriculture, agricultural business, environmental science, or related fields. This immersive program provides hands-on experience in the operations of an agricultural service agency, focusing on fostering a thriving regional food system. Interns will gain practical knowledge in program development, budget management, industry networking, and resource utilization while contributing to SMADC's mission of supporting farmers, producers, and consumers in Southern Maryland.

Through direct involvement in SMADC's initiatives, interns will develop a comprehensive understanding of the challenges and opportunities within the agricultural landscape and learn how to effectively contribute to sustainable food systems.

Program Goals:

- Provide interns with practical experience in agricultural service agency operations.
- Enhance interns' understanding of regional food systems and their importance.
- Develop interns' skills in program planning, budgeting, and resource management.
- Facilitate networking opportunities with industry professionals and local farmers.
- Cultivate interns' awareness of sustainable agricultural practices and their impact on communities.

Internship Details:

- This is a paid, full-time, temporary, professional 12-week internship program
- Interns will be paid \$20 an hour for their work, not to exceed 40 hours a week.
- Interns will be based at the SMADC offices located at 15045 Burnt Store Road, Hughesville, MD 20637.
- Interns may occasionally be asked to work an evening workshop event.

Timeline:

- Application is open from April 9th – April 23rd.



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- Selected Applicants will be interviewed virtually via TEAMS between 10am – 3pm on April 28th & 29th.
- Up to three applicants may be chosen.
- Applicants will be notified if they have been accepted May 1st.
- The internship will begin on Wednesday May 21st
- The internship will end on August 21st
- Internship final reports will be due on August 31st

Internship Outline (10-12 Weeks):

Week 1: Introduction and Orientation

- Welcome and introductions to SMADC staff and board members.
- Overview of SMADC's mission, programs, and strategic goals.
- Introduction to the Southern Maryland agricultural landscape.
- Training on office procedures, software, and communication tools.
- Safety training and field visit protocols.

Weeks 2-4: Program Exposure and Development

- Shadowing SMADC program managers and staff.
- Assisting with the implementation of existing programs (e.g., marketing, grants, technical assistance).
- Researching and analyzing agricultural trends and best practices.
- Participating in farmer outreach and education events.
- Learning about the "Buy Local" campaign.

Weeks 5-6: Budgeting and Financial Management

- Introduction to SMADC's budget processes and financial reporting.
- Learning about funding sources and resource allocation.
- Analyzing program costs and evaluating financial performance.
- Understanding the importance of financial sustainability in agricultural initiatives.

Weeks 7-8: Industry Networking and Resource Utilization

- Attending agricultural conferences, workshops, and farm tours.
- Networking with farmers, producers, industry professionals, and government officials.
- Researching and compiling resources for farmers and producers.
- Assisting with the development of online resources and databases.



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- Learning about available grants, loans, and technical assistance programs.
- Learning about the importance of value-added products and how they help farmers.

Weeks 9-10: Project Development and Presentation

- Interns will work on a specific project related to SMADC's initiatives.
- Projects may include market analysis, program evaluation, or resource development.
- Interns will prepare a final presentation summarizing their project and internship experience.
- Presentation to SMADC staff, board members, and invited guests.
- Learning about the importance of Agritourism.

Weeks 11-12: Wrap-up and Evaluation

- Final evaluations and feedback sessions with supervisors.
- Discussion of career opportunities in agricultural service and related fields.
- Opportunity to provide feedback on the internship program.
- Final networking opportunities.
- Final reporting.

Key Components:

- **Mentorship:** Each intern will be assigned a mentor from SMADC staff.
- **Field Visits:** Regular visits to local farms and agricultural businesses.
- **Workshops and Seminars:** Opportunities to attend relevant workshops and seminars.
- **Networking Events:** Participation in industry networking events and conferences.
- **Project-Based Learning:** Interns will complete a project related to SMADC's work.
- **Professional Development:** Training in communication, teamwork, and leadership skills.

Learning Objectives:

- **Program Understanding:**
 - To gain a comprehensive understanding of SMADC's mission, programs, and strategic goals.
 - To learn about the specific challenges and opportunities within the Southern Maryland agricultural landscape.
- **Practical Skills Development:**
 - To develop practical skills in program planning, implementation, and evaluation.



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- To enhance skills in budget management, financial analysis, and grant writing.
 - To improve communication, teamwork, and professional presentation skills.
 - To gain experience with resource management and development.
- **Industry Knowledge and Networking:**
 - To build a network of contacts within the agricultural industry, including farmers, producers, and government officials.
 - To gain exposure to various agricultural practices, technologies, and marketing strategies.
 - To understand the importance of value-added products and agritourism.
- **Sustainable Agriculture and Community Development:**
 - To understand the principles of sustainable agriculture and their impact on communities.
 - To learn about the role of agricultural service agencies in fostering regional food systems.
 - To learn about the "Buy Local" campaign and its effects on the local economy.

Learning Outcomes:

Upon completion of the SMADC Summer Internship Program, interns will be able to:

- **Demonstrate Knowledge of SMADC Operations:**
 - Articulate SMADC's mission, programs, and strategic goals.
 - Explain the key challenges and opportunities facing Southern Maryland farmers and producers.
- **Apply Practical Skills:**
 - Contribute to the development and implementation of agricultural programs.
 - Develop and analyze program budgets and financial reports.
 - Create and deliver professional presentations on agricultural topics.
 - Compile and organize resources for agricultural producers.
- **Build Professional Networks:**
 - Establish and maintain professional relationships with industry contacts.
 - Participate effectively in agricultural conferences and networking events.
 - Identify and utilize available resources for farmers and producers.
- **Understand Sustainable Agriculture and Community Impact:**
 - Explain the principles of sustainable agriculture and their relevance to regional food systems.
 - Analyze the role of agricultural service agencies in community development.
 - Describe the economic benefits of the "Buy Local" campaign, value added products, and Agritourism.
- **Project Completion:**
 - Successfully complete a project related to SMADC initiatives and present their findings.
- **Professional Growth:**
 - Demonstrate increased confidence and professionalism in agricultural settings.



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- Identify potential career paths in agricultural service and related fields.

Eligibility:

- Currently enrolled college students pursuing a degree in agriculture, agricultural business, environmental science, or a related field.
- Strong interest in sustainable agriculture and regional food systems.
- Excellent communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Valid driver's license and reliable transportation. ¹

Application Process:

- Please complete the application at the link to apply for the SMADC Summer Internship Program- [Application link](#)
- Ensure that all sections are filled out accurately.
- Letters of Recommendation can be written by:
 - Professor/Teacher
 - State/County Farm Bureau Board Member
 - Professionals within the Agricultural Industry
 - Personal Mentor
- Applications are due by 12:00 PM on April 23, 2025.