

Practices & Principles of Organic Agriculture

IGNATIUS FARM INTERNSHIPS

ignatiusguelph.ca/csa • 519-824-1250 ext:275 • csafarmer@ignatiusguelph.ca

Benefits of Interning with Us

- Shared Housing in the Farmhouse
- Free Wifi & Long Distance Plan
- Modest Stipend
- Organic Vegetables from the Farm
- 4km from Downtown Guelph

Education Program

- Field Trips & CRAFT Days
- Guest Speakers
- Regular Workshops
- Guided Field Walks
- Internship Manual & Program Book
- Program Tailored to Intern Learning Objectives
- Senior and Novice Internships

Diversified Farm Opportunities

- Community Shared Agriculture
- Orchards
- Community Garden Plots
- Tractor Experience
- Field Crops

| YEARS EXPERIENCE | AGE OF CSA | INTERNS TRAINED |
|---------------------|---------------|--------------------|
| 79 | 11 | 59 |



A Place of Peace



Ignatius CSA Fields 2011
[Photo Credit: Martina Schaefer]

Consider an Internship with us at Ignatius Farm & CSA.

We are seeking individuals who have a keen desire to learn the practices and principles of growing food organically, who are interested in building friendships and community, who are enthusiastic, curious and open to new ideas. We are committed to making this internship a learning experience, and we expect hard work, commitment to the guiding principles of our farm, and the ability to work as part of a larger team.

Novice full-season and short-term internships are open to those new to organic farming. Senior internships are open to those with at least one season of farming experience. Organizational, leadership skills, and background in coordinating education, volunteers, and public outreach are assets. We accept applications from any walk of life and background. We may need to select one or two candidates based on funding eligibility. International candidates will not be considered unless they are already in Canada and have working papers without our assistance.

The internship is part of Ignatius Farm, and focuses on the 8.5 acre organic vegetable operation which supplies produce through our Community Shared Agriculture program for over 275 households and local businesses. The internship also involves our 6 acre organic orchard, community gardens and field crops. The Farm is one part of the larger Ignatius Jesuit Centre of Guelph, which includes a spirituality centre, wetland, and woodland with hiking trails. The Centre is located 4.5 kilometres from downtown Guelph, 10 min. walk from a city bus stop.

The hands-on internship is complemented by a structured learning program, participation in the CRAFT Ontario program, and involvement with the broader community. Interns are a key element of the Farm and can expect to contribute and learn skills in greenhouse management, field production methods, orchard care, harvesting, distribution, planning, and working together with CSA members.

Senior interns take on specialized roles

with education planning, harvest logistics & produce sales, field crops, perennials (berries, asparagus), orchards, community garden plots, and volunteers.

Applicants need to be fit, have good stamina, be flexible, and be team players. The internship positions include a modest stipend, shared accommodation in the farm house, and vegetables in season.

To apply for an internship position, please read this entire information package and then send or email:

- Complete personal contact information (address, phone, email)
- Résumé
- Cover letter including why you are interested in organic agriculture
- Indication of which internship you are interested in (senior/novice full-season/novice short-term)
- 3 reference names with contact information

Application Deadline:
Round 1: Jan 16, 2012
Round 2: Feb 6, 2012

Our Internship

Thank you for your interest in the Ignatius Farm Internships! Our farm has become a leader in Ontario's organic farming community, due in part to our strong reputation for solid internships over the last decade. We founded the Collaborative Regional Alliance for Farmer Training in Ontario (CRAFT Ontario), a network of organic farmers working together to offer better internships. We have completed two books based on our internship experiences: our [Oh, to Grow!](#) Primer for New Farmers is a resource provided to interns throughout the CRAFT network to introduce them to key concepts in organic agriculture; [Nurturing New Farmers](#) is a guide for farmers who wish to host interns. We believe we offer one of the best organic agriculture internships in the country, and we encourage you to read through this information package thoroughly to see if one of our internships is appropriate for you. Past interns are pursuing careers as organic farmers, academics, consultants, educators and social-ecological activists.

The Land

Ignatius Farm is one part of the Ignatius Jesuit Centre of Guelph. Our land includes over 600 acres of farmland, wetland, and woodland. The land of Ignatius creates a green belt, which stretches from Guelph Lake Conservation Area to the Guelph-Elora Trail. The land has been owned by the Canadian Jesuits since 1913 and is the home of a small community of Jesuits to this day. There is tremendous diversity on this land—people, orchards, buildings, wild animals, gardens, and more. The activities here are likewise diverse: Loyola House Retreat Centre, The Ecology Project, The Old Growth Forest Project, and Ignatius Farm. The farm includes a 6 acre organic apple orchard, the 8.5 acre CSA vegetable operation, community gardens, field crops, and rented farm land. Organic operations on rented land include individuals beginning their own farm businesses. The whole farm became certified organic in 2004, now through Ecocert Canada.



Our CSA

Community Shared Agriculture (CSA) is an alternative food access and distribution method where the customer is linked directly to the farm. Members purchase "shares" in the farm, paying at the beginning of the season, and receiving a portion of the harvest over the course of the season, thus sharing in the risk and bounty of food production.

Ignatius Farm CSA was started in 2001. We grow a diverse array of vegetables for over 275 households and local businesses. The CSA also sells winter shares of storage crops. We strive to develop an informed and committed CSA, with individuals and families joining from all walks of life. The CSA Core Group is a gathering of members of the CSA who support non-farming and membership-related activities such as intern liaising, newsletters, organizing community and fund-raising events, and business advising. Interns each attend one Core Group gathering during the growing season.



Top of Page: Original Barn, the oldest standing structure at the Ignatius Jesuit Centre. [Photo Credit: Tina Thorburn]
Bottom of Page: Several varieties of heirloom tomatoes grown at Ignatius in 2011. [Photo Credit: Mike Smith]



Ignatius Farm Team June 2011
[Photo Credit: Mike Smith]

Who works on the Farm? The Actors in Our Seasonal Production.

The team is made up of three senior interns, three full-season novice interns, two short-term novice interns, three farmers, and the farm manager, assisted by working share volunteers and casual field hands. We work together most days over the course of the season and we aim to make this a healthy, challenging, and fun team experience.

Heather Lekx, the Farm Manager, is responsible for overseeing the entire farm operation. Before beginning the Ignatius Farm CSA in 2001, Heather was involved with several farms in Ontario, New York, California, Florida, and Central America.

Lorne Jamieson, the Fields Manager, cares for the apple orchards and oversees the field crops, rented community garden plots, and rented agricultural lands. Lorne began managing the farm at Ignatius in 1996 and has been farming since childhood.

Donald Bowyer, CSA Farmer & Market Coordinator, co-manages the CSA with Mike Smith. Don worked as an assistant to Heather in 2009, and completed an Ignatius Farm Internship in 2008.

Mike Smith, CSA Farmer & Field and Education Coordinator, has spent two seasons with the CSA. Mike spent several years farming and working in the not-for-profit sector, after starting to grow food in 2003 as an intern with Ignatius Farm CSA.

Senior Internships

In addition to the Novice intern activities, Senior interns take on one or more of the following specialized roles: Education - coordinates all farm educational activities farm; maintains materials for enhancing the educational experience of the broader CSA community: interns, members, farmers. Harvest Logistics & Produce Sales - works with the Market Coordinator to plan CSA harvests, and manage the CSA farm store and restaurant sales. Field Crop Production - works with the Fields Manager from seeding to harvest of grain and other field crops. Perennials - manages perennial crops, i.e. berries and asparagus. Orchards - works with the Fields Manager to care for the 6 acre orchard, primarily apples, some pears, cherries. Community Garden Plots - oversees the garden plots: includes preparing plots and liaising with gardeners. Volunteers - coordinates our working share CSA members and all volunteers.

Senior interns work similar hours to the novice interns. They are likewise involved with diverse learning experiences with the team in the field, but can also expect to engage in around half a day of office work per week and have independent work tasks.

Full-season and short-term Novice internships

Novice interns also take on specific responsibilities, within the CSA, for particular fields and projects, as individuals or small working groups. Responsibilities will be based in part **on the intern's individual learning objectives.**

All interns participate in the activities outlined in the following pages.

The timelines of our internships are:

Senior Interns ~
March 5 to November 30, 2012
Short-Term Novice Interns ~
April 23 to August 29, 2012
Full-Season Novice Interns ~
April 23 to November 9, 2012

“May I dare say I have learned more in one month here than I have in all my years of schooling.”

Annie Richard, 2010 Novice Intern.



An Aerial View of the South West Portion of the Ignatius Jesuit Centre.
The CSA Fields can be seen on the middle on the left portion of the photo.
[Photo Credit: Hugh John Smith]

“This internship has presented me with so many options for growth in so many ways, I consider myself very blessed to be here at this moment. I know I will continue to grow food for the rest of my life and I hope to share that food and the excitement of growing food with those in my community.”

Jaye Crawford, 2009 & 2010 Education Intern



Martina Schaefer Intern 2011
[Photo Credit: Mike Smith]

Learning Organic Agriculture From Soil to Food

We are committed to making this internship a learning experience. During orientation week at the end of April, interns assess their own personal skills and goals with the farmers. We write an Internship Contract, which embodies learning goals and how to meet them, as well as essential job performance. The contract contains the individual **intern's learning/skill development objectives and the staff's commitment** to facilitating these objectives, in addition to outlining expectations. It is a mutually agreed upon contract between the farm and the individual intern.

In mid-July/ August, we do a mid-season evaluation to assess skill development and job performance, and reassess learning objectives. With senior and full-season novice interns, we do a final evaluation at the

end of the internship. These are structured opportunities for both interns and their mentors to talk frankly about the internship experience.

Our internship offers learning opportunities in many ways. We encourage learning through the following:

Skill Building

Opportunities abound to gain concrete skills. These include greenhouse management, seedling production, bed preparation, use of tractors and machinery, weeding, transplanting, harvesting, post harvest handling, working with volunteers and the public, overseeing CSA distribution, facilitation of an educational workshop, writing field reports for the newsletter. Senior

interns are also involved in facilitating additional educational and outreach activities in their areas of specialization.

Education Days

On Wednesdays (short weeks excluded), we set aside time to explore a particular topic in organic agriculture. These sessions range from a 2-hour workshop at the farm to a full-day field trip, organized according to the specific learning goals of the interns. Examples of past activities include workshops on basic botany and soil science and a tour of the Ontario Food Terminal. Core end-of-season workshops include budgeting and farm planning. Taken together, these education days lead interns through a structured curriculum in the Practices and Principles in Organic Agriculture.

Through CRAFT (Collaborative Regional Alliance Farmer Training), we

join interns and farmers from other farms on the second Wednesday of every month for a day of work, field walk, workshop, and socializing. Visit www.craftontario.ca/regions/southern-ontario-node/ to learn about other farms that are part of our CRAFT network.

Applied Learning and Mentoring

Interns go on farm walks with the farmers and assist in setting the priorities for the following weeks. Interns also each assume responsibility for planning, directing, and monitoring the activities in a particular field. Each day, the farm team gathers to outline the tasks ahead. Interns are encouraged to be observant, and to offer feedback and input based on their in-field discoveries.

Straight-Talk

Our Monday team meetings include opportunities for team-building and for receiving and offering friendly feedback to each other about our work together, which improves the quality of everything we do.

Self-directed Learning

Each intern receives a resource binder with information specific to Ignatius Farm, and a copy of the [Oh, to Grow!](#) Primer for New Farmers, which introduces key concepts in organic agriculture. Interns have access to the Farm and Ecology Project libraries, both of which are continually being updated. Suggested readings are outlined according to the intern's learning objectives. It is highly

recommended that you start on readings early, before the season is in full swing!

The information gained from supplemental reading materials and Wednesday education days is intended to help interns understand the "big picture" in relation to organic agriculture and food security issues.

Work Schedule

Working on a farm is demanding, hard, and long work. Interns must be prepared to work hard, sweat, and have sore muscles. Interns can also be prepared for the work to be educational, deeply meaningful, and rewarding in ways one can't always predict. We balance the hard work with basic lessons on growing, involvement in planning, team building, great vegetables, and not forgetting to have fun while we farm!

For most of the season, we work Monday to Friday, 6am to 5pm, with rotating weekend duties and extended hours on vegetable pickup days. We begin promptly at 6am with a review of the morning plan. It is expected that all interns be ready and dressed appropriately by the scheduled start time. There is a short 20-minute break in the morning and a 1-hour lunch break. On Monday afternoons, the farm team meets to check in and lay out the plan for the week. We eat together for lunch, with farm team members rotating responsibility for lunch preparation and cleanup duties.

At the beginning of the season we coordinate rotating weekend duties for Novice interns, including greenhouse, irrigation and farm

chores. Farm events and seasonal work occasionally require the team to work part of a weekend. During the week, some of the rotating duties extend the interns working day beyond 5pm.

The CSA pickup days, Tuesday and Friday, begin in the third or fourth week of June. To provide excellent service and the freshest food, these days are also rigorous harvest days. Two people work in the Store: one running the CSA pickup, one person on support and cleanup duty; this means extending the workday beyond usual work hours on these days.

The Farmers love being out in the field, and we spend the majority of our time in the field, but we also have meetings and office responsibilities each week and thus will not always be outside, allowing interns to take on leadership roles and initiative.

Stipend

Internship stipends for novice full season and short term interns are just over \$225 net/month. The stipend for senior interns is \$575 net/month. It is important that you recognize that no stipend is intended to compensate for labour at an hourly rate! It is a token of our thanks for your work barter with us for education in the skills and principles of organic agriculture.

Living and Cooking

Interns have shared accommodation in the Farmhouse, at the north end of the property. The Farmhouse comes equipped with a comfortable kitchen, and living space, and 2 bathrooms. The interns are responsible for the cleaning and care of the Farmhouse.

Internship Seasonal Timelines

| | | | | | | | | | | | |
|------|------|----------------|-----------------------------|-----|------|------|------|-------|------|------|------|
| | | Senior Interns | | | | | | | | | |
| | | | Novice Short Season Interns | | | | | | | | |
| | | | Novice Full Season Interns | | | | | | | | |
| Jan. | Feb. | March | April | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec. |

The Farmhouse utilities, internet and phone are covered by the farm.

Each workday one team member is responsible for buying ingredients and cooking lunches for the farm team on a rotating basis (bring your recipe books!). This individual may leave the field an hour before lunch to prepare. We all eat lunch together at the Farm Workshop. Other than lunch, interns decide the terms of farmhouse living arrangements, including grocery allocations, meal preparation, and housekeeping chores. Interns are welcome to vegetables as per eating needs, which become available in mid-June. Please consult our Harvest Chart, which outlines roughly when various crops come into season.

If you wish to do an internship and live off the farm, the details should be discussed with the farmers.

Time Off

It is important that each person is well rested in mind, spirit and body. Time to rejuvenate is essential.

Vacation: Each intern receives vacation time that can be taken throughout the season. There are 4.5 days for senior interns, 3.5 days for the full-season interns, and 2 days for short-term interns. Lieu days will be allotted for days worked on long weekends and weekend events. The Farmers will also be taking vacations.

Sick Time: Everyone gets sick on occasion. **Sick people don't work**—to recover and for food safety reasons. But, if you are sick for more than 7 days over the season, we need to revisit the work contract.

Personal Time: We all need to go to the doctor, take our car in for repairs, or go to a wedding. Interns are entitled

to up to 2 days worth of time for personal needs; this time can be taken as half days. Personal time cannot be taken on a harvest day. It is not necessary to make up this time but it is necessary to give us ample notice (over a week). Funerals do not count as personal days.

Visitors

We like having folks join us at the Farm! Working visitors are always welcome. Please let the volunteer coordinator and Farmers know in advance so they can incorporate them into the work schedule. Because the farm property is used by many people, it is expected interns speak first with us about guests staying at the Farmhouse. Guests staying at the farmhouse longer than a week must be working guests. Please remember that if having visitors on farm property interferes with work, it may be more appropriate for them to visit on the weekends.



Above: Intern Farmhouse (right) and barn (left)
[Photo Credit: Martina Schaefer]

Facing Page: Sally Girdler & Kate Hendry

Application Deadline:
Round 1: Jan 16, 2012
Round 2: Feb 6, 2012

Meet our farmers in person at our table at the Guelph Organic Conference, January 28-29, 2012. www.guelphorganicconf.ca.

Send Application Information to:
Mike Smith
c/o Ignatius Farm & CSA
5420 Hwy 6 North, Guelph, ON N1H 6J2
csafarmer@ignatiusguelph.ca
519-824-1250, ext 275
www.ignatiusguelph.ca/csa

“The farmers at Ignatius Farm CSA invest a tremendous amount of energy into their internship program and place a strong emphasis on education.”

Sarah Ouellette— 2010 Sr. Marketing Intern



Ignatius Farm is Many Things to Many People Office Space, CSA Farm, Apple Orchard, Trails, Rented Farmland, Residence, Community Gardens, and Spiritual Retreat Centre.

It is a bustling, lively place. We are part of a larger community and thus need to act with politeness, professionalism and respect with individuals who are enjoying Ignatius property. Noise levels need to respect the different uses of the property, including those on silent spiritual retreats. Social activities/events/potlucks need to be planned accordingly. As an intern, you represent the Farm. For the shareholders on CSA pick up days, we expect you to be helpful, warm, and have a clean shirt on!

There will be no use of recreational drugs. Use of recreational drugs on the property is cause for immediate dismissal. There is no tolerance of harassment; sexual harassment is cause for immediate dismissal. We are committed to valuing each person irrespective of sex, race/ethnicity, sexual orientation, gender identity or expression of background. Bringing pets is discouraged. Interns wanting to make an exception for an animal must bring their pet to the interview. Alcohol consumption is allowed in moderation after work hours. Smoking is not permitted by farm staff. Maintaining cleanliness of work areas and common living spaces is expected, for the health and safety of all. Because you may occasionally be giving farm tours that may include minors, we need to have a police check done.

Other items you are required to have are:

- functional watch
- clothes for all weather (including rain coat, rain pants and rainboots)
- steel-toe boots (required for tractor work)
- work gloves
- wide brim hat
- linens and towels
- bicycle
- up-to-date tetanus shot
- a police check

*We believe our internship is amazing!
We hope this information package allows
you to assess if the Ignatius Farm
internship is appropriate for you. If so, we
look forward to hearing from you.*



Ignatius Farm Guiding Principles

We respect all people and the land, and foster community among both.

We practice ecological agriculture and produce quality, healthy, organic food that is readily available while still fresh.

We connect people who eat local food and those who grow it in a relationship of mutuality.

We facilitate the formation and training of organic growers to assure a healthy future for people and for the land.

We collaborate with businesses and organizations to benefit rural economies, rural life, and the organic farming sector.

