(SPRING) 2017 2018 SECOND HARVEST FOOD BANK OF MIDDLE TENNESSEE – SCHEDULE

Before Rotation Starts:

- Review online folder
- Print off materials needed on Day 1 at orientation

Projects: Refer to each intern schedule for projects that are due on Thursday.

SCHEDULE:

An important part of your skill development is to become efficient at planning programs.

Refer to the competencies as you plan programs – there are specific details to help you critically plan and think thru the event details.

During orientation, ask preceptor questions about the different education programs you'll be conducting (who, what, when, where, how, etc) and then map out your day to day schedule to complete the projects.

During orientation, ask preceptor who is the point person for grading at each location

Schedule Times:

First Day - 8:30-4:30

During Orientation – confirm times for other days.

Preceptor:

Abi Hughes, RD (filling in while Caroline is on maternity leave)

abi.hughes@secondharvestmidtn.org

331 Great Circle Road, Nashville, TN 37228 Phone: 615-329-3491 Fax: 615-329-3988

Whitney Cowles, Director of Nutrition

whitney.cowles@secondharvestmidtn.org

Second Harvest Food Bank of Middle Tennessee 331 Great Circle Road, Nashville, TN 37228 615-627-1587

Caroline Pullen, MS, RD, LDN (on maternity leave)

Dress: Class day attire with ID badge (unless otherwise specified)

Laptop: Bring laptop

Food: Bring it, fridge available, join staff in breakroom to eat

Natalya Richardson, Grace Farone			
Monday – Feb 26	Tuesday – Feb 27	Wednesday – Feb 28	Thursday – March 1
8:30 Arrive/Orientation Develop Lessons for McMurray Kids Café	8:30 Arrive *Develop handout for Napier *Include 2 recipes following Healthy	8:30-12:00 Project Preserve Work in Project Preserve (aka cook chill) *Dress Code – wear jeans (no holes), closed	8:30 Arrive Project Management
and Napier Community Nutrition Outreach SNAP Challenge Planning and Review of SNAP Challenge Power Point (from	Food Bank Hub requirements 11-1 Napier Community for Nutrition Outreach/Packing Boxes (73 Fairfield Ave)	toed/non slip shoes, head covering (i.e. bandana or baseball cap with hair pulled back)	10:15-10:45 Senior Nutrition Class – Lesson plan, handout, recipe to demo and taste (location to be determined)
online internship folder) Complete Readings Check in with preceptor – preview program plans, get feedback Grocery Shop for Tuesday SNAP Grocery Shopping (after rotation)	2:45 Leave for McMurray - 520 McMurray Dr, Nashville, TN 37211 3:30-4:00 McMurray Kids Café – elementary students 4:00-4:30 - McMurray Kids Café – middle school students	12-3:30 Project Management Plan for classes on Thursday and shop for foods to sample/demo	2:00-3:00 Staff Health Break *Outline and include 4-5 talking points, handout with 2 recipes *Demo 1 recipe for audience to sample 3:00-3:30 Individual Evaluation with Preceptor
*For Kids Café w/ Elementary Schoolers	SNAP CHALLENGE	SNAP CHALLENGE	3:30-4:00 Individual Evaluation with Preceptor Projects to Submit

Megan Toomey, Kati Pittman			
Monday – March 19	Tuesday – March 20	Wednesday – March 21	Thursday – March 22
8:30 Arrive/Orientation	8:30 Arrive	8:30-1:30 Ride Produce Truck Ride along and do recipe	8:30 Arrive – project management
Develop Lessons for Easley Kids Café and Napier Community Nutrition Outreach	*Develop nutrition handout for Napier *Include 2 recipes following Healthy Food Bank Hub requirements	sampling at each stop	9:45 Leave for Fifty Forward – 3315 John Mallette Drive, 37218)
SNAP Challenge Planning and Review of SNAP Challenge Power Point (from online internship folder) Complete Readings	*For Wednesday – find out what will be on produce truck – develop handout with recipes utilizing produce from truck – you'll do sampling at each stop.	1:30-5 Project management – get ready for Thursday!	10:15-10:45 Senior Nutrition at Fifty Forward Bordeaux Lesson plan, handout, recipe to demo and taste
Check in with preceptor – preview program plans, get feedback Grocery Shop for Tuesday SNAP Grocery Shopping (after rotation)	11-1 Napier Community for Nutrition Outreach/Packing Boxes (73 Fairfield Ave) 2:45 – Leave for Easley Community		2:00-3:00 Staff Health Break *Outline and include 4-5 talking points, handout with 2 recipes *Demo 1 recipe for audience to sample
*For Kids Café Group #1 – mostly elementary but some middle schoolers	Center – 1000 Edgehill Avenue 3:30-4:00 Easley Kids Café Lesson for Group #1 – 4:00-4:30 Easley Kids Café Lesson for Group #2 – SNAP CHALLENGE	SNAP CHALLENGE	3:00-3:30 Individual Evaluation with Preceptor 3:30-4:00 Individual Evaluation with Preceptor Projects to Submit Easley Lesson Plans, Handouts, Recipes Napier handout and 2 recipes Produce Truck – handout, recipes for sampling SNAP Challenge Staff Health Break outline, talking points, 2 recipes Senior Nutrition lesson plan, handout and recipe

Morgan Hurst, Rachel Keller			
Monday – April 9	Tuesday – April 10	Wednesday – April 11	Thursday – April 12
8:30 Arrive/Orientation	8:30 Arrive	8:30-1:30 Ride Produce Truck	8:30 Arrive
	*Develop handout for Napier	Ride along and do recipe	Project Management
Develop Lessons for McMurray Kids Café	*Include 2 recipes following Healthy	sampling at each stop	
and Napier Community Nutrition	Food Bank Hub requirements		
Outreach			10:15-10:45 Senior Nutrition Class –
	*For Wednesday – find out what will be	1:30-5 Project management – get	Lesson plan, handout, recipe to demo
SNAP Challenge Planning and Review of	on produce truck – develop handout	ready for Thursday!	and taste
SNAP Challenge Power Point (from	with recipes utilizing produce from truck		(location to be determined)
online internship folder)	– you'll do sampling at each stop		
Complete Readings			2:00-3:00 Staff Health Break
Complete Readings	11-1 Napier Community for Nutrition		*Outline and include 4-5 talking
Check in with preceptor – preview	Outreach/Packing Boxes (73 Fairfield		points, handout with 2 recipes
program plans, get feedback	Ave)		*Demo 1 recipe for audience to
	,		sample
Grocery Shop for Tuesday			
	2:45 Leave for McMurray - 520		3:00-3:30 Individual Evaluation with
SNAP Grocery Shopping (after rotation)	McMurray Dr, Nashville, TN 37211		Preceptor
			3:30-4:00 Individual Evaluation with
*For Kids Café w/ Elementary Schoolers	3:30-4:00 McMurray Kids Café –		Preceptor
 Plan for 16-20 students 	elementary students		
Create lesson plan	4:00-4:30 - McMurray Kids Café – middle school students		Projects to Submit
Create handout + snack recipe	middle school students		McMurray Lesson Plans,
Plan and shop for snack			Handouts, Recipes
*For Kids Café w/ Middle Schoolers			Napier handout and 2
Plan for 10-15 students			recipes
Create lesson plan			Produce Truck – handout, Truck – handout,
Create handout + snack recipe			recipes for sampling
Plan and shop for snack			SNAP Challenge Shaff Haalth Break and in a
			Staff Health Break outline, talking points 2 resines.
	SNAP CHALLENGE	SNAP CHALLENGE	talking points, 2 recipesSenior Nutrition lesson plan,
			handout and recipe
			nanadat ana recipe

Patience Ergish, Katelyn Fougere			
Monday – May 7	Tuesday – May 8	Wednesday – May 9	Thursday – May 10
8:30 Arrive/Orientation	8:30 Arrive *Develop handout for Napier	8:30-1:30 Ride Produce Truck Ride along and do recipe	8:30 Arrive Project Management
Develop Lessons for McMurray Kids Café and Napier Community Nutrition	*Include 2 recipes following Healthy Food Bank Hub requirements	sampling at each stop	
Outreach	·		10:15-10:45 Senior Nutrition Class –
SNAP Challenge Planning and Review of	*For Wednesday – find out what will be on produce truck – develop handout	1:30-5 Project management – get ready for Thursday!	Lesson plan, handout, recipe to demo and taste
SNAP Challenge Power Point (from online internship folder)	with recipes utilizing produce from truck – you'll do sampling at each stop	ready for marsday:	(location to be determined)
Complete Readings			2:00-3:00 Staff Health Break
Charles Western	11-1 Napier Community for Nutrition		*Outline and include 4-5 talking
Check in with preceptor – preview program plans, get feedback	Outreach/Packing Boxes (73 Fairfield Ave)		points, handout with 2 recipes *Demo 1 recipe for audience to
program plans) get recasaen	,,		sample
Grocery Shop for Tuesday	2.45		
SNAP Grocery Shopping (after rotation)	2:45 Leave for McMurray - 520 McMurray Dr, Nashville, TN 37211		3:00-3:30 Individual Evaluation with Preceptor 3:30-4:00 Individual Evaluation with
*For Kids Café w/ Elementary Schoolers • Plan for 16-20 students	3:30-4:00 McMurray Kids Café – elementary students		Preceptor
 Create lesson plan 	4:00-4:30 - McMurray Kids Café – middle school students		Projects to Submit
Create handout + snack recipePlan and shop for snack	middle school students		 McMurray Lesson Plans, Handouts, Recipes
*For Kids Café w/ Middle Schoolers			Napier handout and 2
Plan for 10-15 studentsCreate lesson plan			recipes • Produce Truck – handout,
Create lesson plan Create handout + snack recipe			recipes for sampling
Plan and shop for snack			SNAP Challenge
	SNAP CHALLENGE	SNAP CHALLENGE	 Staff Health Break outline, talking points, 2 recipes
			 Senior Nutrition lesson plan,
			handout and recipe