

Sanborn Mills Inc.

2025 Hospitality Internship

Job Description & Scope of Work



About Sanborn Mills Farm:

Sanborn Mills is a working farm and education center founded in 1996 in Loudon, NH. Our mission is to teach traditional crafts and farming methods while sustainably using field and forest resources for workshops and events. Our farm produces high quality produce and meats using best past practices while maintaining as few off-farm inputs and minimizing gaps in the nutrient cycle. We also grow a range of craft products for student use including basketry willow and natural dye plants.

About the Internship:

While learning or mastering a craft students and instructors are offered room & board as well as 3 meals a day. Our kitchen also provides food during farm events, board meetings, farm & garden tours, luncheons during meetings, and community pop-up lunches. Our goal is to use as much product that is grown or raised here on the farm & what cannot be provided from the farm we be receive from a reputable outside source.

The goal of the Hospitality internship is to provide a hands-on educational experience in the skills of the culinary/hospitality industry. With supervision from the Head Chef and Head of Housekeeper, the intern will work to provide assistants to ensure all guests have a great experience while staying on the farm.

Primary Duties/Responsibilities:

Prep Cook Assistance

- Washing received farm produce.
- Prep assistance with seasonal weekly harvest for menu items
- Knowledge of knife skills and other basic kitchen equipment
- Preparing coffee and setting up/breaking down the breakfast bar daily
- Assisting with any guest needs during their stay
- An understanding of safety & sanitation in the kitchen

Dishwashing

- Assisting with clean up after breakfast & lunch.
- Basic knowledge on how to run a commercial dishwasher.
- Keeping a clean and sanitized work space

Housekeeping Assistance

- Turning over beds and cleaning rooms for incoming guests
- Assisting with laundry and organization of linens, towels, etc.

Hours/Compensation:

Internships run for 13 weeks from June through August with some flexibility on start date. Work is estimated at 40 hours per week from 7:00AM to 3:00 PM with occasional weekend chores.

Compensation is processed weekly based upon an hourly rate of \$15.00. Shared housing is available in the Red House and includes a private room and shared bath. Meals are not included but there is a shared kitchen available for preparing meals.

Please note that due to our remote location interns are required to have a valid driver's license and vehicle of their own.

Please send cover letter, resume, and two references to kelly@sanbornmills.org with subject line 'Hospitality Internship'

We are accepting applications until February 15th, 2025