



CONTRACT CAREER OPPORTUNITY

CHILD NUTRITION SPECIALIST OFFICE OF CHILD NUTRITION

Salary Range: \$60.00 HOURLY RATE

Salary will be negotiable and commensurate with experience.

RESPONSIBILITIES:

The Mississippi Department of Education (MDE) is seeking Child Nutrition (CN) Specialists to provide training, technical assistance, and monitoring for the United States Department of Agriculture (USDA) school-based Child Nutrition Programs. CN Specialists may deliver training during events such as Decide to Succeed, Manager Recertification, the CN State Conference, and other conferences and meetings.

Additionally, CN Specialists can assist School Food Service Administrators (SFSAs) by offering on-site technical assistance in interpreting and adhering to state and federal policies and procedures. They may also review proposals for bids and judge the Junior Chef Competitions. Furthermore, CN Specialists may collaborate with MDE CN staff to conduct reviews of CN Programs.

Duties:

- Provide training, technical assistance, and monitoring for USDA school-based Child Nutrition Programs.
- Conduct training sessions during events such as Decide to Succeed, Manager Recertification, the CN State Conference, and other conferences and meetings.
- Offer on-site technical assistance to help School Food Service Administrators (SFSAs) interpret and comply with state and federal policies and procedures.
- Assist in reviewing proposals for bids and judging the Junior Chef Competitions.
- Collaborate with MDE CN staff to review Child Nutrition Programs.
- Meet with MDE Office of Child Nutrition (OCN) personnel during core work hours, Monday - Friday, from 8:00 a.m. to 4:00 p.m., as needed.
- Perform additional related duties as assigned.

EXPERIENCE/EDUCATION REQUIREMENTS:

- Bachelor's Degree and 10 years of experience in Child Nutrition Programs as a Child Nutrition Director or State Agency staff.
- Working knowledge of federal and state requirements of all school-based USDA Child Nutrition Programs.

APPLICATION PROCESS:

Applications must be submitted by email to HRContractApps@mdek12.org. Please include in the subject line of the email, "Child Nutrition Specialist." The following documents must be submitted:

- A completed [MDE Application Form](#)
- Three (3) Professional References

The deadline for applicants to apply is February 9, 2026.

INQUIRIES

- Charles Crawford
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601-576-5000

