



## CONTRACT CAREER OPPORTUNITY

### FARM TO SCHOOL CONSULTANTS OFFICE OF CHILD NUTRITION

#### Salary Range: \$65.00 HOURLY RATE

Salary will be negotiable and commensurate with experience.

#### RESPONSIBILITIES:

The Mississippi Department of Education is seeking two (2) Farm to School Consultants to work directly with School Food Authorities (SFAs), CACFP institutions, and SFSP sponsors to help plan, carry out, and sustain Farm to School activities. This role provides hands-on technical assistance, training, and support to help schools successfully use locally and regionally grown foods in USDA Child Nutrition Programs. The consultant also helps ensure programs are following state and federal requirements and works closely with the Mississippi Department of Education (MDE) Child Nutrition staff, school districts, CACFP institutions, SFSP sponsors, and community partners to strengthen local food systems and improve program quality.

#### Duties:

- Help plan and support Farm to School, CACFP, and SFSP activities across participating districts and sites.
- Provide on-site technical assistance to SFAs to help implement Farm to School activities and follow state and federal Child Nutrition rules.
- Train districts on how to set up and manage Farm to School site locations, including local food sourcing, procurement, menu planning, and record keeping.
- Assist with planning and supporting Farm to School conferences, meetings, workshops, and outreach efforts.
- Help districts understand and follow USDA procurement requirements, including geographic preference, Buy American rules, and local purchasing options.
- Support schools with Farm to School activities such as taste tests, farmer visits, school gardens, and nutrition education.
- Gather and report Farm to School and local food purchasing data and other required program information.
- Work with farmers, distributors, extension services, non-profits, and other partners to strengthen and sustain Farm to School efforts.
- Respond to questions from districts and provide follow-up support as needed.
- Assist with reviewing proposals from bids for numerous grants.

#### EXPERIENCE/EDUCATION REQUIREMENTS:

- Bachelor's degree in nutrition, agriculture, public health, education, food systems, or a related field.
- General knowledge of USDA Child Nutrition Programs, including NSLP, SBP, CACFP, and SFSP.
- Understanding of federal and state procurement requirements, including 2 CFR 200 and USDA Farm to School Program.
- Experience providing training, technical assistance, or program support to schools or program operators.

- Strong communication and organizational skills, with the ability to manage multiple priorities.
- Ability to work both independently and as part of a team.
- Willingness to travel within the state to school districts, program sites, and meetings.
- Ability to provide on-site training and technical assistance.

#### **APPLICATION PROCESS:**

Applications must be submitted by email to [HRContractApps@mdek12.org](mailto:HRContractApps@mdek12.org). Please include in the subject line of the email, "Farm to School Consultants" The following documents must be submitted:

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

The deadline for applicants to apply is February 13, 2026.

#### **INQUIRIES**

- Charles Crawford  
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601-576-5000

