EDUCATION PROGRAM TEAM LEAD
OFFICE OF CHILD NUTRITION
NON-STATE; TIME LIMITED

Salary Range: $40,287.00 - $60,490.00
Salary will be negotiable and commensurate with experience.

RESPONSIBILITIES:
The candidate for this position is responsible for planning and implementing multiple staff development trainings designed to meet the needs of the Office of Child Nutrition. Must have the ability to communicate effectively with local education agencies, shareholders, and multiple vendors to maintain a positive working relationship. Candidate must be able to follow and understand training procedures to effectively execute training events. Must have good organization, written and oral communication skills. Time management skills are vital. Must have the ability to work independently as well as with other staff. Manage training budget to ensure it meets the Procurement and Accounting guidelines. Maintain the vision, mission, and goals of the Mississippi State Board of Education.

EXPERIENCE/EDUCATION REQUIREMENTS:
Typically requires a Master’s Degree and 4 years of experience.

APPLY
• Visit Mississippi State Personnel Board to apply
• Deadline: August 2, 2023

BENEFITS
• mdek12.org/OHR/MDE-Employee-Benefits

INQUIRIES
• April Catchings
  acatchings@mdek12.org
  601-576-5000