



CAREERS PROGRAM COORDINATOR

ABOUT THE PROGRAM

PEAK, powered by Midwest Poultry Federation (MPF), is seeking a program coordinator for its Careers Program, held annually at PEAK's trade show and convention in Minneapolis. The program brings together post-secondary instructors and students in two-year technical and community college programs, four-year university programs, graduate students, high school students, and others seeking careers in the poultry industry. Program goals include learning more about available career and internship opportunities, networking with the poultry industry, and visiting the trade show floor to gather information and new connections.

WHAT WE ARE LOOKING FOR

The right candidate will work directly with PEAK's management team and under the overarching guidance of the MPF Board of Directors to coordinate all aspects of the Careers Program. We are looking for a coordinator who has a passion for career development; connections within the poultry industry as well as in student organizations such as FFA and PAS, and agriculture in general; and the creativity to build the Careers Program for future success. We welcome new ideas for the program!

SPECIFICS

This is an independent contractor and remote position that runs November 1, 2023 - April 30, 2024 and may be renewed annually. Stipend is \$3,000 for the 2024 program. MPF will pay for reasonable travel and hotel expenses related to the program. Candidate must be available to attend PEAK April 17-19, 2024 and run the Careers Program in-person. Communication between the coordinator and PEAK's management team will be ongoing via email, phone, video meetings, and in-person (if needed/available). Coordinator may be asked to attend MPF Board meetings as requested.

TO APPLY

Email resume and a cover letter detailing why you are interested in this Careers Program Coordinator position by September 15, 2023 to:

Lara Durben
PEAK Management Team
ldurben@midwestpoultry.com