



Master Instructors

NYSED is seeking experienced School Food Service Managers/Directors, that meet the minimum qualifications as outlined below, to conduct training on NYSED's behalf.

Training materials are provided by NYSED. Lodging, meals, and transportation expenses are reimbursed according to NYSED travel policy.

Minimum Qualifications:

Candidates must have food service management experience in the federal school meals programs as a Food Service Director or Food Service Manager and must have history of good standing in the Child Nutrition Programs.

Candidates should possess strong instructional skills and the ability to convey culinary and school meal program concepts to diverse audiences.

Salary:

\$32/hour

NYSED is accepting applications for the following NYSED Master Instructor positions below:



Professional Cooking Instructor

for Madison Oneida BOCES

Schedule:

Monday - Thursday for 4 weeks in the month of July 2024*:

- Week 1: Monday, July 8-Thursday, July 12
- Week 2: Monday, July 15-Thursday, July 18
- Week 3: Monday, July 22-Thursday, July 25
- Week 4: Monday, July 29-Thursday, August 1

*This position can be split between multiple instructors to work less than 4 weeks.

Location:

Madison Oneida BOCES in Verona, NY.

*Job Duties:

Duties include instructing school food service staff in classroom and kitchen settings on basic culinary skills using scratch cooking methods and general knowledge of school meal programs.

Training courses include using production records, standardized recipes, prepping/cooking school food, and knife skills.

****This position will be referred Madison Oneida BOCES for employment.***

Apply:

Candidates must meet the NYSED Master Instructor minimum qualifications, as described above.

Interested applicants must send a resume to summerinstitute@nysed.gov with the subject line: Professional Cooking Instructor by **May 10, 2024**.



Master Instructor

Continuous Recruitment

Schedule:

Throughout the year, as needed and/or requested by NYSED and School Food Authorities (SFAs).

Master Instructors will schedule training as it is requested and can work with NYSED and SFAs to ensure training dates fit into their schedule and appropriate notice is provided prior to a scheduled training.

Location:

Trainings are conducted statewide; however, the instructor may select the locations/regions they wish to train in.

Job Duties:

Duties include developing training materials, conducting school meals trainings for school food professionals, and providing new food service director assistance.

Instructors may select the following training topics to instruct based on their expertise:

- Managing Personalities and Conflict
- Offer vs. Serve
- Communications and Marketing
- Standardized Recipes/Production Records
- Meal Pattern
- Farm to School
- Offer Vs. Serve
- NY 10 Hour Sanitation Course
- Serv Safe
- Knife Skills
- Culinary training
- New Food Service Director Assistance
- Financial Management

Apply:

Candidates must meet the NYSED Master Instructor minimum qualifications, as described above.

Interested applicants must send a resume to summerinstitute@nysed.gov with the subject line: Master Instructor Position. **Applications accepted on a continuous basis.**



2025 NYS School Meals Summer Institute

Instructor Positions

Schedule:

Monday - Thursday for 4 weeks in the month of July 2025*:

- Week 1: Monday, July 7-Thursday, July 10
- Week 2: Monday, July 14-Thursday, July 17
- Week 3: Monday, July 21-Thursday, July 24
- Week 4: Monday, July 28-Thursday, July 31

*This position can be split between multiple instructors to work less than 4 weeks.

Location:

To be determined once the contractor is awarded.

Job Duties:

Duties include instructing school food service staff in classroom settings on the topics below.

Topics will include:

- Employee Coaching and Time Management
- Team Building and Leadership Skills
- Food Quality/Integrating Scratch Cooking and utilizing kitchen equipment
- Monitoring and forecasting Production Records, Standardized Recipes, and creating new recipes
- Supervising and Training Staff, Food handling and Food Safety Monitoring
- Marketing/Customer Service

Apply:

Interested applicants must send a resume to

summerinstitute@nysed.gov with the subject line: NYS Summer Institute Position by **February 28, 2025**.

Contact Us

Any questions, email cntraining@nysed.gov or call the CN training team at 518-473-8781.

This institution is an equal opportunity provider.