

Ag Sack Lunch Program Coordinator

Nebraska's Ag Sack Lunch Program is seeking a highly motivated and organized coordinator to facilitate, manage and execute this longstanding program on behalf of Nebraska agricultural commodity groups.

About Ag Sack Lunch

The Ag Sack Lunch Program began in 2010 and is designed to increase awareness of the importance of agriculture in Nebraska to fourth-grade students and their families. This free agriculture-focused learning experience is geared to fourth-grade students who visit Lincoln and the State Capitol building as part of their state-focused educational curriculum. It offers both in-person and virtual presentations to schools across the state and has reached over 60,000 fourth-grade students since its beginning.

The program consists of a 25-minute presentation about the important role agriculture plays in Nebraska, a sack lunch featuring Nebraska agriculture-linked food items and a deck of cards with ag facts on each card. Presentations stress the importance of crops and livestock to Nebraska's communities and overall economy.

The Ag Sack Lunch Program is currently sponsored by the Nebraska Corn Board, Midwest Dairy, Nebraska Cattlemen Foundation, Nebraska Pork Producers, Nebraska Poultry Industries, Nebraska Soybean Board and Nebraska Wheat Board.

The Ag Sack Lunch Coordinator will perform the following tasks:

- Public Relations/Communication Development
 - Distribute press releases and updated articles showcasing the Ag Sack Lunch Program for statewide newspaper distribution ensuring proper AP style is utilized.
 - Manage a registration database, communicate with teachers prior to their arrival, during and after their experience.
 - Hire, onboard and schedule the college ambassadors who will present the program throughout the year.
- Event Planning
 - Develop and coordinate Ag Sack Lunch in-person events with over 5,000 students throughout the year. Provide on-site leadership to achieve successful events.
 - Organize lunch order planning, ensuring a timely and proper meal count is ordered.
 - Develop and coordinate virtual presentations with educators and ambassadors for classrooms each school year.
- Program Administration
 - Maintain, develop and perform administrative roles: creating budgets, setting strategic plan for outreach measures and reporting to the sponsoring organizations.
 - Connect with sponsoring organizations regarding financial support annually during their fiscal year.



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- Collect and compile program evaluations from teachers and ambassadors and prepare the annual report for funding partners.

This position will work directly with the Nebraska Corn Board and Nebraska Soybean Board staff and report to all funding partners.

Total time requirement for the current contractor averages approximately 25 hours per month, with variances throughout the year.

This position will begin in January 2027, with the opportunity to be onboarded by the current coordinator as time allows.

Coordinator must be located or willing and available to travel to Lincoln, Nebraska, frequently. Interested candidates should apply online at this [link](#) or visit nebraskacorn.gov/about-us/employment-and-internships. Applications close November 2 at 11:59 p.m.

For questions, contact Jill Bookhout at the Nebraska Corn Board.

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