# POSITION DESCRIPTION

# underSecretary for Food, Nutrition and Consumer Services, Department of Agriculture

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| **OVERVIEW** |
| Senate Committee | Agriculture, Nutrition and Forestry |
| Agency Mission | To provide leadership on food, agriculture, natural resources, rural development, nutrition and related issues based on public policy, the best available science and effective management; to provide economic opportunity through innovation, helping rural America to thrive; to promote agriculture production that better nourishes Americans while also helping feed others throughout the world; and to preserve our nation's natural resources through conservation, restored forests, improved watersheds and healthy private working lands.[[1]](#endnote-1) |
| Position Overview | The undersecretary for food, nutrition and consumer services is responsible for administering the department’s nutrition and food assistance programs and for promoting dietary guidelines.[[2]](#endnote-2)  |
| Compensation | Level III $165,300 (5 U.S.C. § 5314)[[3]](#endnote-3) |
| Position Reports to | Secretary of Agriculture[[4]](#endnote-4) |
| **RESPONSIBILITIES** |
| Management Scope | In fiscal 2015, the Food and Nutrition Service (FNS) had a budget of $112.237 billion.[[5]](#endnote-5) The undersecretary for food, nutrition and consumer services delivers billions of dollars in food stamps. |
| Primary Responsibilities | * Supervises the department’s 15 federal nutrition assistance programs, including the Special Supplemental Nutrition Program for Women, Infants and Children, the Supplemental Nutrition Assistance Program and school meals[[6]](#endnote-6)
* Works with public, private and nonprofit partners to increase food security and reduce hunger by providing children and low-income people access to food, a healthful diet and nutrition education[[7]](#endnote-7)
* Manages efforts to reduce and prevent fraud, and spend taxpayer dollars on FNS programs more efficiently[[8]](#endnote-8)
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| Strategic Goals and Priorities | [Depends on the policy priorities of the administration] |
| **REQUIREMENTS AND COMPETENCIES** |
| Requirements | * Extensive management and leadership experience with government service programs in the food/nutrition and/or anti-poverty space
* Graduate degree (preferred)
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| Competencies | * Willingness to travel extensively
* Ability to listen, and energy and passion for the mission, in order to engage and support career staff, state agencies and nongovernmental organizations
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| **PAST APPOINTEES** |
| Kevin Concannon (2009 to 2017): Director, Iowa Department of Human Services; Commissioner, Maine Department of Human Services; Director, Oregon Department of Human Services[[9]](#endnote-9) |
| Nancy Montanez-Johner (2006 to 2009): Director, Nebraska Department of Health and Human Services; Chief Executive Officer for the Western Service Area, Nebraska Department of Health and Human Services; Manager, Professional Partner Program, Region III Behavioral Health Services[[10]](#endnote-10) |
| Eric M. Bost (2001 to 2006): Commissioner, Texas Department of Human Services; Chief Executive Officer, Texas Department of Human Services; Deputy Director, Arizona Department of Economic Security[[11]](#endnote-11) |

1. Partnership for Public Service position description [↑](#endnote-ref-1)
2. FNS.USDA.gov [↑](#endnote-ref-2)
3. The Consolidated Appropriations Act, 2017 (Public Law 115-31, May 5, 2017), contains a provision that continues the freeze on the payable pay rates for certain senior political officials at 2013 levels during calendar year 2017. [↑](#endnote-ref-3)
4. Leadership Directories: <https://lo.bvdep.com/OrgChart.asp?curp=1&LDIBookId=19&LDISectionId=180&LDIOrgId=152018> [↑](#endnote-ref-4)
5. FY 2015 Department of Agriculture Budget [↑](#endnote-ref-5)
6. FNS.USDA.gov [↑](#endnote-ref-6)
7. FNS.USDA.gov [↑](#endnote-ref-7)
8. FNS.USDA.gov [↑](#endnote-ref-8)
9. huffingtonpost.com/author/kevin-w-concannon [↑](#endnote-ref-9)
10. GeorgeWBush-whitehouse.archives.gov [↑](#endnote-ref-10)
11. 2001-2009.state.gov [↑](#endnote-ref-11)