



Tennessee Department of Agriculture

Consumer and Industry Services – Regulatory Internship

The Tennessee Department of Agriculture, Consumer and Industry Services is seeking an intern for the Summer of 2024 (May 20, 2024 – August 9, 2024). The chosen candidate will spend time with different regulatory divisions of Consumer and Industry Services. This Internship is designed to offer the chosen candidate a full hands-on experience with the regulatory arm of the Tennessee Department of Agriculture.

Location:

Ellington Agricultural Center
Porter Building
436 Hogan Road, Nashville TN 37220

Major Duties by CIS Division:

Food & Dairy

- Assist with reviewing Retail Food and Food Manufacturing applications.
- Assist in the facilitation of application review Meetings
- Assist office and field staff with Change of Ownership applications and new owner compliance checks.
- Visit industry partners with Food and Dairy inspectors during their normal routine inspections of food production facilities.

Agriculture Inputs

- Visit industry partners with inspectors during their normal routine inspections of Agriculture Inputs production facilities
- Shadow an Agriculture Inputs Auditor during a record review audit of agriculture inputs production facilities

Plant Certification

- Visit industry partners with inspectors during their normal routine inspections of plant growing and production facilities
- Shadow the State of Tennessee Plant Pathologist and Entomologist during their daily task.
- Assist with the invoicing of yearly permits

Pesticides

- Assist division leadership with the pesticide label approval program
- Visit industry partners with Middle Tennessee Pesticides Inspectors during their normal routine inspections
- Assist the Middle Tennessee Supervisor with pesticide and pesticide certification education and outreach

Weights & Measures/ Fuel Quality/ Metrology

- Shadow in the Johnson Metrology Laboratory to better understand it's roll in regulatory
- Visit Industry Partners with fuel quality inspectors during their normal routine inspections

Education:

- High School Diploma
- Currently seeking a degree in Agriculture with a concentration in science

Essential Knowledge and Required Skills:

- An interest in state regulation and public safety
- Independent Worker
- Familiar with Microsoft Office
- Comfortable Making and Accepting Phone Calls

Comments:

- This is a paid internship
- All participants in the Tennessee Department of Agriculture's Internship program are required to create a presentation to executive staff detailing their experience with the internship. This presentation shall be given to executive leadership at the end of the internship term.
- For more information on the Department of Agriculture, Technical Services Laboratory please visit [Consumer and Industry Services - Departmental Summary - Department of Agriculture - TN.gov](#)

Working Conditions:

- Office with the possibility of some travel along with the opportunity to work remotely at times
- This internship is designed to fit within the current CDC and State of Tennessee Covid-19 guidelines.

How to Apply:

To apply for this internship opportunity, please send the following documents to Jamye.Freeman@tn.gov :

- Resume
- Letter of intent
- Most recent transcript
- 2 professional letters of recommendations
- DD214 (Veteran Candidates only)

ALL APPLICATIONS MUST BE SUBMITTED BY FRIDAY, MARCH 15, 2024

Other Information:

- The State of Tennessee and the Tennessee Department of Agriculture is an Equal Opportunity Employer. Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy. The State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veterans status, or any other category protected by state of and/or federal civil rights laws.