

Kristina M. Sweet

- EXPERIENCE** Vermont Agency of Agriculture | Montpelier, VT 2014–Present
AGRICULTURE DEVELOPMENT SUPERVISOR
Develop and manage the Vermont Produce Program to implement the Food Safety Modernization Act (FSMA) Produce Safety Rule and support market access for Vermont produce growers. Manage >\$3.5 million FDA cooperative agreement for produce safety program development. Facilitate relationships with state, regional, and national produce safety stakeholders. Develop audit program for the Vermont Vegetable & Berry Growers Association Community Accreditation for Produce Safety (CAPS) Program. Manage Vermont’s Specialty Crop Block Grant Program.
- Office of the Attorney General of Vermont | Montpelier, VT 2014
POLICY ANALYST
Supported development of draft rules for Vermont Act 120. Developed regulatory framework for state accreditation of organizations that verify non-genetically engineered food. Organized public input sessions. Created online and print educational materials.
- Governor’s Institutes of Vermont 2013 & 2014
RESIDENTIAL ADVISOR & TEACHING ASSISTANT
Provided support and instruction at the “Food, Farms & Your Future” Institute held at Vermont Technical College in July 2013 and July 2014.
- The University of Vermont 2012–2014
RESEARCH ASSISTANT & TEACHING ASSISTANT
Conducted qualitative and quantitative research and analysis for Vermont-based food system research projects. Developed surveys and administered in-person and phone interviews. Assessed and reported research results. Developed and evaluated assignments and exams. Managed digital course tools and content.
- The Hawker Stall | Burlington, VT 2014
OPERATIONS CONSULTANT
Led operations for a pop-up restaurant and food truck, including food safety compliance and Department of Health licensing, marketing, menu development, accounting and sales analysis, and equipment purchases.
- Greenmarket, GrowNYC | New York, NY 2011–2012
MARKET MANAGER
Directed operations of New York City farmers markets. Conducted daily food safety and operational safety checks with vendors. Executed market promotions and cooking demonstrations. Planned community outreach and created promotional materials. Built relationships with NYC government programs and nonprofits. Led market tours.
- Columbia Law School 2011
ADMINISTRATIVE ASSISTANT, COMMUNICATIONS & PUBLIC AFFAIRS
Researched and analyzed Law School media coverage. Prepared internal and alumni documents for publication. Created and edited web pages and PowerPoint presentations.
- Columbia East Asia Review 2008–2011
EDITOR-IN-CHIEF
Managed a team of 21 editors and oversaw all aspects of print and online journal production, including group facilitation, international call for papers, article selection, fact-checking, editing, proofreading, layout, and web/social media presence.

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- EXPERIENCE** Community Impact at Columbia University 2009–2010
SOCIAL SERVICE COORDINATOR
Operated CI's Ford Hall Food Pantry. Executed training programs and development support for student-run social service programs. Designed promotional materials and informational brochures.
- Logan Square Food Buying Club | Chicago, IL 2007–2008
WORKING MEMBER
Developed systems for ongoing tracking of income and expenses. Communicated with all group members to ensure participation and compliance.
- Usagi Ya | Chicago, IL 2006–2008
HEAD SERVER & BARTENDER
Executed front-of-house operations, including guest service, reservations, wine and sake recommendations, and food running. Trained new staff.
- The Fortnightly of Chicago | Chicago, IL 2004–2007
LEAD BANQUET SERVER & BARTENDER
Organized banquet set-up and service. Trained new and temporary staff.
- Healthy Living Market & Café | So. Burlington, VT 1999–2004
CAFÉ MANAGER & CHEF
Organized and oversaw all aspects of café operations, including food safety and Department of Health compliance, meal and bakery production, ordering and receiving, marketing, and customer service with staff of 13. Created budgets and maintained books. Worked directly with Vermont-based, regional, and national producers.
- TRAINING CERTIFICATES**
- Management Concepts 12/11/2016
Managing Federal Grants and Cooperative Agreements for Recipients
 - Association of Food & Drug Officials 11/17/2016
Produce Safety Alliance Train-the-Trainer Course
 - National Environmental Health Association 5/10/2016
Food Safety Auditor Training Course
 - Cornell University National Good Agricultural Practices Program 5/2/2015
Implementing GAPs: A Key to Produce Safety
 - University of Vermont Extension Produce Safety Program 2/23/2015
6 hours of training in Practical Produce Safety, including information on Good Agricultural Practices & Good Handling Practices
- EDUCATION** Columbia University in the City of New York 2011
BACHELOR of ARTS in ANTHROPOLOGY
Phi Beta Kappa | magna cum laude | Honors in Anthropology
- SKILLS**
- Trained in quantitative and qualitative research and analysis
 - Skilled in **Microsoft Office Suite**
 - Proficient in the fundamentals of **Adobe Creative Suite**
 - Conversant in **HTML** and web content management