

GILA COUNTY HUMAN RESOURCES

JOB ANNOUNCEMENT

1400 E. ASH STREET, GLOBE, AZ 85501



POSTED: MAY 24, 2012
CLOSING DATE: JUNE 12, 2012

DEPARTMENT: Health/Prevention Services-WIC **POSITION:** Staff Nutritionist

LOCATION: Payson **JOB CODE:** 12-031

ANNUAL SALARY: \$34,548.80-42,099.20 DOE

NATURE OF WORK

Performs a variety of highly skilled nutritionist functions for the Gila County Division of Health and Community Services.

DUTIES AND RESPONSIBILITIES:

- Provides nutrition counseling for high risk WIC clients.
- Coordinates and conducts nutrition education classes for school age children.
- Evaluates and approves special formula prescriptions.
- Documents nutrition counseling activities in the AIM computer system.
- Completes nutrition reports in accordance with reporting requirements.
- Provides general assistance to the Nutrition Services Manager.
- Participates in public forums and community events including health fairs.

WORKING ENVIRONMENT:

Work is conducted in a standard office environment and in the field when providing nutrition services to the community.

EMPLOYMENT STANDARDS:

Bachelor's Degree in Foods and Nutrition, Public Health or a related field and two (2) years experience providing community nutrition services; or equivalent combination of education, training and experience. Registered Dietician Certification; valid Arizona Driver's License.

KNOWLEDGE, SKILLS & ABILITIES REQUIRED:

Knowledge of: Principles and practices of nutrition science; methods for conducting nutrition investigations and dietary studies; processes for providing nutrition education and information to the public; methods for educating school age children regarding nutrition; WIC, community nutrition and supplemental food programs; special formula prescriptions and diet plans.

Ability to: Provide nutrition services to the community; deliver nutrition information to the public; provide nutrition education to school age children; evaluate and approve special formula prescriptions; document nutrition counseling activities; prepare required nutrition reports; ensure compliance with regulations and standards governing nutrition services; communicate effectively and provide oral/written instructions.

Skills in: Performing a full range of highly skilled nutritionist functions including education and counseling for community members.

NOTICE: APPLICANTS MAY BE REQUIRED TO FURNISH, AT THEIR OWN EXPENSE, DOCUMENTARY PROOF OF EDUCATIONS, CERTIFICATION, REGISTRATION, LICENSE OR ANY OTHER PROOF OF COMPETENCY AS REQUIRED IN THE OFFICIAL CLASSIFICATION DESCRIPTION OR ANNOUNCEMENT AND MAY BE REQUIRED TO UNDERGO PHYSICAL, PSYCHOLOGICAL AND/OR BACKGROUND INVESTIGATIONS AS A CONTINUING CONDITION OF EMPLOYMENT. FURTHER, APPLICANTS FOR POSITIONS REQUIRING OPERATION OF A COUNTY OR PERSONAL VEHICLE ON OFFICIAL BUSINESS MUST POSSESS AND MAINTAIN COUNTY OR PERSONAL VEHICLE OPERATORS LICENSE. GILA COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE OR DISABILITY, AND FAMILIAL STATUS IN EMPLOYMENT OR THE PROVISIONS OF SERVICE. AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER.