



NUTRITIONIST

DEFINITION

Under general direction, provides nutrition education, education, and consulting services in a general public health area or a specialized program; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from an assigned Nutrition Services Supervisor. Exercises no direct supervision over staff. May provide technical and functional direction and training to lower-level staff.

CLASS CHARACTERISTICS

This is a fully qualified journey-level classification. Incumbents are responsible for performing nutritional assessment and education providing nutrition education and dietary guidance for program participants, coordinating educational nutrition programs, and monitoring program operations. Positions at this level perform the full range of duties as assigned, working independently, and exercising judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

This class is distinguished from the Nutrition Services Supervisor in that the latter is a full-level supervisor responsible for assigning, supervising, and evaluating the work of assigned staff.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

- Performs nutritional assessments and provides nutrition education and dietary education guidance for program participants; consults with agency/departmental staff, health care professionals, community-based food distribution programs, food retail industries, and the general public on matters of good nutrition practice.
- Monitors the overall operation of a specialized nutrition program.
- Coordinates and conducts educational programs internal to County government, community-based agencies, populations at risk, and the general public.
- Serves as a liaison with vendors, providing nutrition-related goods and services for program participants.
- Determines participant eligibility based on defined criteria of assigned program(s).
- Prepares pamphlets, newsletters, and other types of instructional material; conducts discussions and gives demonstrations on food preparation, food values, and dietary recommendations.
- Evaluates medical and nutritional information to identify nutrition needs.
- Maintains proficiency and awareness of new trends and innovations in the field of nutrition as applied to individuals, communities, and populations.
- Represents the County and the program in contacts with community and other agencies, and the public.
- Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles and practices of nutrition, including menu planning and food preparation methods specific to program area of assignment.
- Principles of nutrition for varying age, cultural, social, and economic groups.
- Principles, practices, and techniques of nutrition education.
- Breastfeeding principles and techniques.
- Applicable federal, state and local laws, code, rules, and regulations pertinent to the assigned area of responsibility.
- Community social service support services and agencies.
- Office administrative procedures, including recordkeeping.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and County staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Perform nutrition assessments, determine nutritional requirements, and provide client education.
- Work with a wide variety of socioeconomic, age, and ethnic groups.
- Review and recommend improved menu plans.
- Evaluate the effectiveness of nutritional programs and food services.
- Conduct effective nutritional workshops and other educational programs.
- Prepare clear, concise, and complete reports and other written correspondence.
- Maintain accurate records of work performed.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the County in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of the required experience, education, and training that would provide the essential knowledge, skills, and abilities is qualifying.

Equivalent to a bachelor's degree from an accredited four-year college or university with major coursework in public health nutrition or nutrition sciences, or a closely related field;

AND

Two (2) years of experience as a Nutritionist in a public agency.

Licenses and Certifications:

- Possession of, or ability to obtain and maintain, a valid California Driver's License by time of appointment and a satisfactory driving record.
- Possession of certification as a Registered Dietitian issued by the Commission on Dietetic Registration of the Academy of Nutrition and Dietetics.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office, community field, or institutional setting, using various standard office equipment, including but not limited a mobile devices, computer technology, and equipment specific to nutrition/dietary assessment and intervention; vision to conduct anthropometric assessment, identification of critical or emergency situations, and to read printed material and a computer screen; and hearing to evaluate parenting interaction, parenting skill level and verbal cues of potential domestic violence and speech to communicate in person, before groups, and over the telephone. Depending on assignment, standing in work areas and walking internal and external to facilities may be required, and travel to visit various cultural, physical, behavioral, and environmental settings may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer or other keyboard type, specialty devices such as breast pumping, blood screening, and anthropometric measuring devices. Positions in this classification frequently bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds. Reasonable accommodations will be made for individuals on a case-by-case basis.

ENVIRONMENTAL CONDITIONS

Employees work in both an office and community field environment with moderate noise levels and controlled and uncontrolled temperatures, and may work outdoors with exposure to loud noise levels and fluctuating temperatures. Incumbents may be exposed to bloodborne/aerosolized pathogens in the performance of their assigned duties. Employees may be subject to violence in the workplace related to interaction with the public and clientele who are emotionally distraught or afflicted with behavioral conditions.