



EMPLOYMENT OPPORTUNITY

CLASS: 2846 **TITLE:** NUTRITIONIST
(ml2)

SALARY: \$34.2125 - \$41.5875 Hourly

DEADLINE: NOVEMBER 20, 2009

POSTED: NOVEMBER 6, 2009

JOB DESCRIPTION:

The Department of Public Health's **Women, Infants, and Children Supplemental Nutrition Program (WIC) and the Child Health and Disability Prevention (CHDP) Program - Maternal, Child & Adolescent Health (MCAH) section** is accepting applications for **one (1) Part-time** position up to 39 hrs per week in class 2846 Nutritionist. **SHIFT:** Days, evenings and weekend; holidays may be required.

All City and County of San Francisco employees are designated Disaster Service Workers through state and local law (California Government Code Section 3100-3109). Employment with the City requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker related training as assigned, and to return to work as ordered in the event of an emergency.

Appointment Type: Permanent and Provisional applicants encouraged to apply. Provisional applicants must participate in a Civil Service examination for this job classification to become permanent.

ESSENTIAL DUTIES:

Under general supervision of the WIC Program Coordinator, Director of Nutrition Services, and the CHDP Nurse Manager, the Nutritionist performs the following essential job functions:

- Provides nutrition consultation, education, and training to medical providers;
- Assesses needs and develops protocols, screening tools, education materials and special training programs related to maternal, child/adolescent health;
- Conducts individual and group nutrition assessment, education and counseling for WIC participants; including medical nutrition therapy for individual participants.
- Conducts nutrition classes, develops nutrition protocols and culturally appropriate nutrition education materials.
- Conducts in-service training and outreach.
- Ensures compliance with applicable federal and state WIC/CHDP program standards and guidelines;
- Requires strong, integrated background in public health nutrition and maternal and child services;
- Attends and chairs (by rotation) meetings of the Regional and State CHDP Nutrition Subcommittee representing CHDP population to review and develop materials and resources for CHDP medical providers;
- Chairs, coordinates and convenes the San Francisco CHDP Childhood Obesity Prevention Workgroup meetings;
- Performs other related duties as assigned/required

CONTINUED

MINIMUM QUALIFICATIONS:

1. Current registration with the Commission of Dietetic Registration (CDR); **AND**
2. Possession of current California Driver license; **AND**
- 3a. Possession of a master's degree in public health nutrition from an accredited college/university; **OR**
- 3b. Possession of a bachelor's degree with major course work in nutrition from an accredited college or University; **AND** one (1) year of experience providing medical nutrition therapy in a public health/community setting.

Verification/Waiver: Verification of qualifying licensure, certification, experience, education, and/or training is required at the time of filing. Candidates unable to do so may submit a letter requesting a waiver of this requirement indicating the reason(s) verification cannot be obtained. Failure to submit verification or request for waiver will result in application rejection.

DESIRED QUALIFICATION(S):

- One (1) year experience providing nutrition services to clients in a community public health agency;
- Experience performing community assessment and evaluation;
- Strong integrated background in maternal and child health nutrition;
- Strong teaching background is needed for conducting numerous in-services;
- Experience with development of nutrition education materials for ethnically and culturally diverse population;
- Sensitivity to and experience working with ethnically, and culturally diverse individuals, communities, agencies and organizations;
- Strong communication and organizational skills;
- Working knowledge of Microsoft, Excel Databases, PowerPoint, Access, and Publisher;
- Ability to read, write and speak Spanish;
- Ability to lift thirty-five (35) lbs.

APPLICATION PROCEDURE:

Interested individuals must submit a resume and [City and County of San Francisco \(CCSF\) employment application](#) to Maria R. LeClair, MPA, RD, Nutrition Services, 30 Van Ness Avenue, Suite 260, San Francisco, CA 94102 by November 20, 2009. CCSF employment applications may be obtained from DPH Human Resources Services, 101 Grove Street, Room 210, SFGH Human Resource Services, 2789 – 25th Street, LHH Human Resource Services, 375 Laguna Honda Boulevard, or the website identified below. Applicants with disabilities requiring reasonable accommodation during the interview process may contact the person/department listed. www.sfdph.org

**PLEASE NOTE: APPLICANTS MEETING THE MINIMUM QUALIFICATIONS
ARE NOT GUARANTEED AN INTERVIEW**

*The Department of Public Health is an Equal Opportunity Employer
Women, Minorities, and Persons with Disabilities are encouraged to apply*