

## ORANGE COUNTY CLASS SPECIFICATION

**TITLE:** NUTRITIONIST **GRADE:** 14

**TITLE ABBREVIATION:** NUTRITIONIST **TITLE NO.:** 6470

**JURIS.CL:** C **SALARY CODE:** 01 **EEO CODE:** PR **FLSA CODE:** PR

**DEPARTMENT:** HEALTH **DIVISION:** NURSING

**SUPERVISOR'S TITLE:** SUPERVISING NUTRITIONIST

**DISTINGUISHING FEATURES OF THE CLASS:** This is work of a professional nature involving responsibility for implementing the nutrition components of the supplemental food and education program for women, infants, and children (WIC) from low-income families who have nutritional risks. An incumbent in this class will be required to assess the nutritional needs of clients, develop a care plan, write prescriptions for food packages and provide nutrition education and counseling appropriate for individual's needs. An incumbent may provide counseling and in-service training of WIC staff in nutrition for maternal and child health. Work is performed under general supervision of a Supervising Nutritionist with wide leeway allowed for exercise of independent judgment in carrying out technical details of the job. An incumbent may lead the work of staff involved with nutrition aspects of WIC. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

1. Determines nutritional need and eligibility of clients for participation in WIC;
2. Assesses nutrition need of clients by comparing dietary intake against standards for nutrition and nutrition needs affected by pregnancy and lactation, infancy and childhood, medical problems, physical limitations, etc.;
3. Writes prescription for a WIC food package based on assessed needs;
4. Provides nutrition counseling to clients regarding foods available through WIC, nutrients provided by these foods and additional foods required to assure satisfaction of complete nutrition needs;
5. Advises staff, clients and clients' families on available community resources to help meet their nutrition needs, e.g. home delivered meals, federal nutrition and food stamp programs, homemaker services and appropriate programs of the Health Department and the Department of Social Services;
6. Plans, develops and implements nutrition education for supplemental food program;

7. Weighs and measures infants and children, plots weight gain for pregnant women and calculates anthropometric measurements for use in determining nutritional risk;
8. Performs finger sticks to determine hemoglobin levels for use in determining nutritional risk;
9. Assists in the development of the Nutrition Education Plan and implements plan;
10. Plans and conducts in-service programs in nutrition education and care for WIC staff, County Health Department personnel, other agencies, and interested community groups;
11. Participates in state, regional and local programs to keep abreast of new developments in the field of nutrition;
12. Maintains records in accordance with federal and state requirements;
13. Prepares reports related to nutrition care activities;
14. Conducts individual and group counseling on maternal and child health nutrition;
15. May schedule medical evaluations of program participants to maximize efficient utilization of nutrition program;
16. May plan and coordinate breast feeding programs for pregnant, postpartum and lactating women of low-income families who are at nutritional risk.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Thorough knowledge of the principles and practices of nutrition and diet therapy; good knowledge of the special needs and problems of program clients in relation to services provided by the program; skill in client interviewing; skill in risk assessment; skill in providing counseling relative to nutritional health needs; ability to develop and use computer skills appropriate to the position; ability to assess nutritional needs of women, infants, and children; ability to counsel and educate clients relative to their nutritional health needs; ability to collect data and maintain records; ability to establish and maintain effective working relationships with clients and staff; ability to understand and follow complex oral and written instructions; ability to communicate effectively both orally and in writing; ability to speak clearly and effectively to individuals and groups; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Bachelor's degree or higher in Nutrition, Food and Nutrition, Dietetics or closely related nutrition field .

**SPECIAL REQUIREMENTS:** Must possess and maintain a valid driver's license.

REVISED: 9/25/17 dc