

W.I.C. NUTRITION TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS: This position exists in the Oneida County Health Department and involves responsibility to perform field and office work in assisting the nutrition professionals in the delivery of nutrition education to W.I.C. participants. The incumbent in this position may be required to work evening or weekend hours. The incumbent works under the general supervision of a higher level W.I.C. Nutritionist. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Assists the nutritionist in the following activities:

Development and provision of individual and group nutrition or education contacts for non-high risk participants, provision of food demonstrations for participants, provision of food demonstrations for participants;

Refer serious situations or those at high risk nutritionally to the appropriate professional;

Complete data entry forms, i.e., certification forms, dietary intakes, food questionnaires and food package updates;

Explain the WIC program to participants;

Refer WIC participants in need of other services to the appropriate agency;

Maintain accurate and complete records and reports;

Participates in inservice education programs, regular conferences and other scheduled meetings;

Conduct outreach to potential participants;

Participate in the preparation of the nutrition education plan, newsletters and displays for WIC Clinics;

Participate in evaluation of effectiveness of nutrition education;

Select and develop appropriate nutrition education materials utilizing all available resources;

Monitor authorized vendors to assess program compliance;

Perform anthropometric measurements and chart data;

Participate in distribution of vouchers to WIC Participants.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of the nutritional value and composition of foods; working knowledge of processes involved in menu planning, marketing and food preparation, and ability to advise on organizing and directing these processes effectively, efficiently and economically; ability to establish effective working relationships with program clients; ability to counsel program clients and relay program and nutrition information on an individual and group basis; ability to understand and follow oral and written instructions; ability to maintain records and prepare reports; ability to communicate effectively, both orally and in writing.

MINIMUM QUALIFICATIONS: Graduation from a regionally accredited or New York State registered two-year college with and Associate's Degree in dietary or nutrition technology, nutrition, dietetics, dietary counseling, food service, or a closely related field.

SPECIAL REQUIREMENT: Certain assignments made to employees in this class will require access to transportation to meet field work requirements in a timely and efficient manner.