

# Georgia Department of Public Health

## Nutrition Education Program Consultant

### Maternal & Child Health

#### Job Description

**Come join the team that's changing the face of Public Health**

#### About the position

The Georgia Department of Public Health is seeking a **Nutrition Education Program Consultant** for the Maternal and Child Health WIC/Nutrition Unit. This position will be under limited supervision. The incumbent will provide technical assistance and training for the WIC Nutrition Unit. Assist with planning, directing, and implementing various nutrition components of the WIC program statewide. Evaluate programs for compliance with state and/or federal guidelines.

#### Position responsibilities

- Nutrition Training Coordinator - Serves as the primary point of contact for organizing VENA and other nutrition education conferences as well as maintaining continuing education files.
- Serving as the lead consultant working with the WIC Policy and Program Development Unit; coordinating the Nutrition Unit's areas of responsibility related to annual updates to the WIC Procedures Manual and State Plan.
- Engaging in extensive traveling to the various Georgia local Health Districts to assist with WIC program audits/reviews to ensure federal and state compliance; assisting with the development and dissemination of consultative corrective action follow-up trainings and/or in-services.
- Overseeing ongoing State and District-level WIC nutrition-related surveillance and assuring timely reporting of the State's Nutrition Unit applicable data.
- Reviewing and providing written feedback on district's state nutrition plans and facilitating goal setting among state and district WIC Nutrition programs intended to meet key performance indicators; coordinating the annual updates of state and District nutrition profiles; working with District's Nutrition Service Directors as it relates to building partnerships with regional physician office health personnel and other applicable community partners to ensure optimal communication for positive maternal and child health nutrition-related outcomes.
- More matters Campaign - coordinates annual activities surrounding increased fruit and vegetable intake among the WIC population statewide.
- Coordinates the review and approval process for nutrition education materials statewide
- Coordinates the identification and distribution of nutrition manuals and publications such as ADA Nutrition Care manual.
- Researching and distributing best practices to state, district and local staff; providing translation of nutritional science and related technical information for WIC individuals, health specialists, and population-based dissemination; and assisting with the creation and dissemination of

nutrition information materials to staff, districts, and populations using recognized modes of communication (i.e. email, internet and/or other modern technologies)

- May assist with the supervision of public health nutrition/dietetic interns.
- On an as needed basis, provides technical support around Nutrition Education to district and local agencies as requested in the development, implementation, and improvement of the WIC program.

Chairs the Nutrition Education Committee / Nutrition Education Materials Committee

## Qualifications

Bachelor's degree in a related field and five years experience performing work related to area of assignment Or Master's degree in a related field and two years experience performing work related to area of assignment Or One year at the lower level or position equivalent. Note: Some positions may require licensure

## Preferred Qualifications

**Preference will be given to applicants who in addition to meeting the entry qualifications possess the following:**

- **Must be a Registered Dietitian with CDR (Registration as a Dietitian by the American Dietetic Association and Licensure as a dietitian in the State of Georgia)**
- Professional experience in public health nutrition and/or 5 years of WIC clinical nutrition experience
- Experience in developing social marketing campaigns for population-based nutrition education
- Demonstrate proven skills in providing innovative nutrition counseling techniques (i.e. the utilization of motivational interviewing techniques)
- Ability to write grants and implement, evaluate best practices
- Excellent communication and writing skills
- Certified Lactation Consultant
- Bilingual in Spanish

## Applying for this job

*In order to successfully apply for a position; Interested applicants must submit a completed [State of Georgia Application](#) to: [alexander@dphjobs.com](mailto:alexander@dphjobs.com)*

The **State of Georgia Application** can be found at:  
(<http://health.state.ga.us/jobs/State%20of%20Georgia%20Employment%20Application.doc>)

To ensure proper routing/handling of your credentials, **type** the following as your email subject:  
**Nutrition Education Program Consultant - 201065 NWICA**

This position is a pay grade 16 on the statewide salary plan. Position number 201065. The annual minimum is \$39,038, midpoint is \$53,728 and maximum is \$68,418. Salary is based upon education/experience/licensure and availability of funding.

**CLOSING DATE: JULY 12,2012**

**Benefits**

In addition to a competitive salary, we offer a generous benefits package that includes a flexible schedule, training opportunities, employee retirement plan, deferred compensation, 12 paid holidays, vacation & sick leave, dental, vision, long term care, and life insurance.

**Employment Information**

Current State employees are subject to State Personnel Administration rules regarding salary

DPH accepts educational credential recognized by the Council for Higher Education Accreditation (CHEA) and/or the US Department of Education (DOE) will be considered. DPH will contact educational institutions to verify degree, diploma, licensure, etc

The candidate selected for this position may be subject to pre-employment drug screening and a criminal background check

As an employee of DPH, in the event of an identified emergency you may be required, as a term and condition of employment, to assist in meeting the emergency responsibilities of the department

DPH is an Equal Opportunity Employer

This position is federal funded and is subject to the availability of funds

**Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.**

**This position is subject to close at any time once a satisfactory applicant pool has been identified.**

**For more information about the Georgia Department of Public Health, or to access a State of Georgia Application, please visit us at <http://health.state.ga.us/>**

