

# Georgia Department of Public Health

## Risk Criteria Nutrition Program Consultant

### Maternal & Child Health

#### Job Description

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

The Georgia Department of Public Health is seeking a highly qualified candidate for the position of **Risk Criteria Nutrition Program Consultant** in the **MCH/WIC Nutrition** Section/Office.

#### About the position

The Department of Public Health, Maternal and Child Health Program, Nutrition and WIC Unit is seeking a Risk Criteria Nutrition Program Consultant. This position under limited supervision will assist in providing nutrition support to the fifth largest WIC program in the nation serving an estimated 300,000 participant's monthly nutritional benefits. The incumbent will be responsible for providing high level technical assistance to internal WIC Units, external partners, and 18 Health Districts. This position will provide technical assistance and training while serving as the statewide subject matter expert for Risk Criteria within the WIC Nutrition Unit, while providing knowledge and strategic planning support to the unit as a whole.

#### Position responsibilities

- Assists with planning, directing, and implementing various nutrition components of the WIC program statewide.
- Responsible for coordination and implementation of National Risk Criteria changes as directed by USDA.
- Responsible for training coordination for Risk Criteria including research, development, and presentation of Nutrition Risk Criteria.
- Serves as the lead consultant working with coordinating, developing and implementing training, technical assistance, and policies and procedures regarding the National WIC Nutrition Risk Criteria.
- Chairs and coordinates advisory committee meetings of the Georgia WIC Program Procedures, Assessment and Regulations (PAR) Committee to evaluate the implementation of WIC National Risk Criteria, standardize high risk nutrition education forms, Nutrition Questionnaires, and make appropriate VENA related changes where needed.
- Engages 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.
- Oversees ongoing District-level WIC nutrition-related surveillance and assuring timely reporting to State's WIC Nutrition Unit applicable data.
- Assists with reviewing and providing feedback on District's state nutrition plans and

facilitating goal setting among District's WIC Nutrition programs intended to meet key performance indicators; coordinating the annual updates of District's 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.

- Oversees statewide implementation and training of the Nutrition Care Process (ADIME) for WIC staff statewide.
- Oversees the development of WIC 101 training module to support district training needs for new staff. May assist with the supervision of public health nutrition/dietetic interns.
- Provides oversight coordination for Georgia WIC Online participant education system and ensure technical resources, training materials and supplies i.e (online education kiosk, outreach and training materials) are available to district staff.
- Serves as preceptor to dietetic interns and assists the internship coordinator as needed.

## Qualifications

Registered Dietitian with the Commission on Dietetic Registration (CDR) (Registration as a Dietitian by the Academy of Nutrition and Dietetics and Licensure as a dietitian in the State of Georgia) **AND** one of the following:

Completion of a Bachelor's in Nutrition, Community Health Nutrition, Dietetics, or a closely related field **AND** three (3) years of professional experience in public health nutrition and/or clinical nutrition

OR

Master's degree in Nutrition, Community Health Nutrition, Dietetics, or a closely related field **AND** one (1) year of professional experience in public health nutrition and/or clinical nutrition

OR

Seven years of professional experience in public health nutrition and/or clinical nutrition

## Preferred Qualifications

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

- Registered Dietitian with CDR (Registration as a Dietitian by the Academy of Nutrition and Dietetics and Licensure as a dietitian in the State of Georgia).
- Additional years of professional experience in public health nutrition and/or 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, etc...)
- Ability to write grants and implement, evaluate best practices

- Excellent communication and writing skills
- 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

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:  
**Risk Criteria Nutrition Program Consultant - 201358 NWICA**

This position is a pay grade 15 on the statewide salary plan. Position number 201358. The annual minimum is \$35,569, midpoint is \$48,935 and maximum is \$62,301. 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/>**

