

VISTA UNIFIED SCHOOL DISTRICT

CLASS TITLE: NUTRITION EDUCATION and TRAINING SUPERVISOR

BASIC FUNCTION:

Under the general direction of the Director of Child Nutrition Services, the Nutrition Education and Training Supervisor is responsible for coordinating, supervising and implementing all activities related to nutrition education for students, CNS staff and district employees; all the training needs for employees of the CNS department; overseeing the implementation of the District Wellness Policies.

REPRESENTATIVE DUTIES:

Plans, coordinates and implements classroom instruction on nutrition education for all grade levels throughout the district.

Promotes, organizes and coordinates events and activities regarding nutrition education and the marketing of health and wellness.

Plans, prepares and disseminate nutrition information to the students, parents and community.

Apply for federal, state and other grants related to the nutrition education program.

Coordinates, oversees, and provides guidance for compliance of the nutrition education component of the district wellness policies.

Recruit, organize and maintain Student Nutrition Advisory Groups throughout the district.

Conducts taste tests with students for product acceptance.

Develop and facilitate nutrition surveys and needs assessments to assure greatest acceptability within Vista Unified community.

Promotes and assists in implementing the new dietary standards in school meal programs.

Plan menus and analyze nutrients for breakfast, lunch, snacks, and special diets.

Maintain the nutrient analysis software program.

Oversee the compliance with all HACCP (Hazard Analysis Critical Control Program) regulations and maintain standard operation procedures for all current and new products.

Plans, coordinates and implements a comprehensive training program for CNS employees.

Work with community partners to develop effective partnerships to communicate consistent health messages throughout the Vista Community.

Participates in various activities (e.g. meetings, training, etc.) for the purpose of receiving and/or conveying information.

Other job duties as assigned.

KNOWLEDGE AND ABILITIES:

Knowledge of:

- Principles of nutrition.
- Foods, their nutritive value, and balanced meal preparation.
- Meal planning and analysis.
- Food testing methodology.
- Federal and State regulations pertaining to foods and nutrition.
- Methods and principles for training students, employees and parents.
- Federal and State regulations pertaining to food safety.
- Principles of training and motivation.
- Principles of marketing to children and adults.
- General knowledge of computer functioning and operations.
- Computer software programs for development and delivery of effective presentations.

Ability to:

- Work with and instruct children of all ages in an effective, professional manner.
- Work with, motivate, and instruct adults in an effective, professional manner.
- Organize and compile information for funding grants,
- Analyze nutritional content of menus and recipes including special diets.
- Lead meetings and discussion groups relative to nutrition, health, wellness, and school nutrition policies.
- Communicate effectively, both orally and in writing.
- Work effectively with a variety of people.
- Conceptualize and implement new nutrition education programs, marketing strategies, and new product ideas.
- Utilize word processing, presentation, publication and/or other computer software.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: Bachelor's degree in nutrition, or closely, related field, and three years of increasingly responsible technical experience in the field of nutrition, nutrition education, nutrition policy development, and nutrition program development.

LICENSES AND OTHER REQUIREMENTS:

- Valid California driver's license.
- Must be a Registered Dietitian.

WORKING CONDITIONS:

ENVIRONMENT:

- Kitchen and office environment.
- Driving a vehicle to conduct work.

PHYSICAL ABILITIES:

- Hearing and speaking to exchange information.
- Seeing to observe sites.
- Dexterity of hands and fingers to operate a computer keyboard.
- Sitting or standing for extended periods of time.