

MARION PUBLIC HEALTH

POSITION DESCRIPTION: Public Health Nutritionist

MOST RECENT REVIEW/REVISION: 08/13/2019

Position Title: Public Health Nutritionist

Employment Status: Part-Time

Civil Service Status: Classified

Pay: Hourly

Reports To: WIC Director

Normal Hours: 8:00am-4:30pm (flexible)

FLSA Status: Not Exempt

POSITION INTRODUCTION

The Public Health Nutritionist functions as part of the WIC team in effort to improve health outcomes for women, infants, and children. The Public Health Nutritionist conducts health, growth, and nutrition assessments for WIC program participants, and provides nutrition and breastfeeding education/counseling in a culturally competent manner. This position may also be responsible for other division/agency programs and initiatives such as, prenatal smoking cessation, community breastfeeding promotion, and developing community based strategies to improve access to healthy foods, physical activity, and health care.

MINIMUM QUALIFICATIONS

- Completion of an undergraduate program in dietetics (or related field). Registered Dietitian with Ohio Dietetic License preferred. Course work and/or experience in nutrition science, behavior change, and public health.
- Must have a valid State of Ohio driver's license and remain insurable in accordance with the district's insurance policy.

REQUISITE PROFESSIONAL ATTITUDES:

The following are examples only and are not intended to be all inclusive.

- Willingness to expand one's knowledge base.
- Willingness to participate in performance management, quality improvement, workforce development, and strategic planning efforts.
- Willingness to participate in and/or lead agency-wide initiatives, including but not limited to the pursuit of national accreditation and participation in times of public health emergencies.
- Willingness to assist clients independent of their race, ethnicity, sexual orientation and/or socioeconomic status.

ESSENTIAL FUNCTIONS OF THE POSITION

- Performs anthropometric (height and weight) measurements; obtains blood samples for hematological testing and lead poisoning screening; reads and records results; obtains clinical data in accordance with policies and procedures.
- Completes health and nutrition assessments for WIC program participants, assigns health and nutrition risks consistent with policies and procedures, and issues WIC food benefits.
- Provides breastfeeding and nutrition education/counseling in a manner that is sensitive to the participant's personal and cultural values and norms.
- Utilizes motivational interviewing techniques and additional behavior change theories to achieve positive health outcomes.
- Promotes and supports breastfeeding; participates in community breastfeeding initiatives.
- Assists in the development of division goals and objectives including, but not limited to, assessing division assets and opportunities; developing, executing, and evaluating health promotion strategies; and evaluating performance management data

- Assists in additional division activities as needed including, but not limited to, greeting WIC participants; screening participants for program eligibility; advising participants on the proper use of WIC program benefits; and ensuring participant understanding of their rights and responsibilities as a WIC participant.
- Screens immunization records, updates computer data, and refers to immunization services.
- Demonstrates regular and predictable attendance.
- Meets all job safety requirements and all applicable OSHA safety standards that pertain to essential functions.
- Attends meetings, seminars, and conferences, and other job-related training sessions.
- Represents agency in the community.
- Responds to public health emergencies (manmade or natural disasters) or acts of terrorism in accordance with local, state and national response plans using the incident command system.
- Additional responsibilities serving as the WIC program's Nutrition Coordinator (for example: developing and approving lesson plans, providing nutrition counseling to individuals with greater health and/or dietary needs, and providing nutrition related training to clinic staff) as assigned by the WIC Director.
- Additional responsibilities include Supervision of the high risk participants of the Marion County WIC program by reviewing their charts and making follow-ups as deemed necessary.
- Additional responsibilities (for increasing access to healthy foods, physical activity, and health care) include: collecting and analyzing data to identify strategies, developing and maintaining relationships with community representatives, compiling evaluation data and measuring outcomes.
- Performs any and all other related duties as assigned or directed in order to promote, further, and ensure the effective and efficient operation of Marion Public Health.

GENERAL PUBLIC HEALTH COMPETENCIES:

The following are intended to guide ongoing professional development.

Analytical/Assessment Skills

- Applies ethical principles in accessing, collecting, analyzing, using, maintaining, and disseminating data and information

Policy Development/Program Planning Skills

- Contributes to development of program goals and objectives
- Describes organizational strategic plan
- Contributes to implementation of organizational strategic plan
- Applies strategies for continuous quality improvement

Communication Skills

- Identifies the literacy of populations served
- Communicates in writing and orally with linguistic and cultural proficiency
- Communicates information to influence behavior and improve health

Cultural Competency Skills

- Addresses the diversity of individuals and populations when implementing policies, programs, and services that affect the health of a community

Community Dimensions of Practice

- Recognizes relationships that are affecting health in a community (e.g., relationships among health departments, hospitals, community health centers, primary care providers, schools, community-based organizations, and other types of organizations)
- Suggests relationships that may be needed to improve health in a community
- Provides input for developing, implementing, evaluating, and improving policies, programs, and services
- Informs the public about policies, programs, and resources that improve health in a community

Public Health Sciences

- Describes the scientific foundation of the field of public health

Financial Planning and Management Skills

- Adheres to organizational policies and procedures
- Describes how teams help achieve program and organizational goals
- Motivates colleagues for the purpose of achieving program and organizational goals
- Describes program performance standards and measures

Leadership and Systems Thinking Skills

- Incorporates ethical standards of practice into all interactions with individuals, organizations, and communities
- Contributes to development of a vision for a healthy community
- Describes needs for professional development
- Participates in professional development opportunities

POSITION-SPECIFIC COMPETENCIES:

The following are professional competencies expected of the incumbent in this position.

- Integrates policies and adheres to infection prevention and control measures
- Interprets and applies current food and nutrition science and principles in dietetics practice (RD)
- Recognizes and respects the physical, social, cultural, institutional, and economic environments of the individual, group, and community in practice
- Demonstrates and applies knowledge of culinary practices to affect behavior change, taking into consideration the customer needs and demands

POSITION PERFORMANCE EVALUATION METRICS:

The following are among the metrics that will be used to evaluate the performance of the Public Health Nutritionist.

- Program participants are assisted in a manner consistent with state and local policies and procedures.
- Position responsibilities are executed in a manner consistent with Marion Public Health's True North.
- Adherence to the Marion Public Health Staff Code of Conduct.
- Contribution to goal setting and strategic planning within the WIC division.

Public Health Nutritionist

Date

WIC Director

Date

Health Commissioner

Date