

RIVERSIDE UNIFIED SCHOOL DISTRICT

CLASS TITLE: NUTRITION SPECIALIST (Range 37)

BASIC FUNCTION:

Under the direction of the Director-Nutrition Services, coordinate and implement all programs and/or activities related to nutrition, nutrition education, and training of students and employees within the department, administrators, teachers and the community.

REPRESENTATIVE DUTIES:

Develop and maintain menu/recipe modifications for nutrient compliance and product acceptance for the department programs. *E*

Create, aggressively implement and maintain annual department promotions calendar. *E*

Implement various programs, such as: Farmer's Market Salad Bar Program, SHAPE, Garden in every School and Serve Safe. This would include driving to and purchasing items for the programs. *E*

Serve as Head Start Nutrition Advisory Group liaison. *E*

Plans, coordinates and implements classroom instruction/activities on nutrition education. *E*

Assist teachers with instructional elements regarding all aspects of sports nutrition to middle and high school PE classes. *E*

Implement pre-k through 12th grade student therapeutic diets and maintain special diet and counseling records; and provide nutrition counseling to high nutrition risk pre-k through 12th grade students. *E*

Prepare brief nutrition education presentations for Nutrition Center tours. *E*

Allocate and track resources. *E*

Prepare grant proposals. *E*

Create and analyze menus for nutrient standards. Provide production and transport records. *E*

Train HAACP and or Serve Safe classes to staff; including certification. *E*

Coordinate various activities that promote life-long health eating habits of district students. *E*

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

Modern office practices, procedure and equipment.
Allergies and metabolic disorders.
Long-term health issues such as cardiovascular, cancer, obesity and diabetes.
Dietary guidelines and how they relate to each audience in health maintenance.
Software/computer experience.
Requirements of the National School Lunch and Breakfast programs.

ABILITY TO:

Maintain accurate records, prepare reports and document data.
Understand and follow oral and written instructions.
Establish and maintain cooperative and effective working relationships with others.
Demonstrate how healthy dietary habits are key in successful weight management.
Speak publicly.
Sell the importance of good nutrition to all target audiences.
Make nutrition education fun and accessible.
Establish and maintain effective working relationships with staff.
Communicate effectively both orally and in writing.
Compose materials independently or from oral instructions.
Counsel with students and parents.

EDUCATION AND EXPERIENCE:

A Bachelor of Science Degree in Nutrition, Health Education or related field. Two years experience in a teaching/education environment preferred.
Bilingual preferred.

LICENSES AND OTHER REQUIREMENTS:

Registered Dietitian.
Continued education to maintain certificatory level for HAACP and Serve Safe classes.
Valid California driver's license.

WORKING CONDITIONS:**ENVIRONMENT:**

Office, school and outdoor environment.
Driving a vehicle to conduct work.
Constant interruptions.

PHYSICAL ABILITIES:

Lifting, carrying, pushing, or pulling heavy objects.
Dexterity of hands and fingers to operate a computer keyboard.
Hearing and speaking to exchange information in person or on the telephone.
Sitting or standing for extended periods of time.
Seeing to monitor systems functions, assure accurate records and prepare reports.

HAZARDS:

Extended viewing of computer monitor.