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| Missoula County Logo | **MISSOULA COUNTY** **invites applications for the position of:**  **WIC Nutrition Specialist or Public Health Nutritionist** |

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| **SALARY:** | $22.96 – Nutrition Specialist;  $24.11 – Public Health Nutritionist |
| **DEPARTMENT:** | Missoula City-County Health Department |
| **DIVISION:** | Health Services |
| **OPENING DATE:** | 11/03/22 |
| **CLOSING DATE:** | 11/28/22 05:00 PM |
| **BARGAINING UNIT:** | MFPE - Local 8512 |
| **WORK SITE:** | Missoula County Health Department |
| **SCHEDULING/HOURS OF WORK:** | 32 – 40 hours per week |
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| **TO APPLY:**   * **Please complete all sections of the online application, even if a resume is requested/submitted.** * **Please include with your completed application the following attachments: College transcripts (unofficial are accepted), resume, and letter of interest.** * **Incomplete applications will be disqualified.** * **Applicants eligible for consideration as a Registered Nutritionist/Dietitian may be asked to submit CDR card and copy of Montana Nutritionist License at time of interview.** * **Complete job description available upon request to the Department of Human Resources.**   **DEFINITION:** Performs professional duties in evaluating nutritional status and delivering nutrition education to clients of the Women, Infant and Children (WIC) Program of the Nutrition Services Division of the Missoula City-County Health Department. **This position is supported by special project funding through September 30, 2024**. | |
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| **REPRESENTATIVE EXAMPLES OF WORK:** Participates in the planning and delivery of the assessment and educational components of a public health nutrition program for low income, pregnant, breastfeeding women, infants and children. Determines participant nutritional eligibility and completes the nutrition assessment during certifications and mid-certification appointments. Interviews participants and documents responses to nutrition and health questions. Develops and documents participant care plans. Conducts, reviews, and discusses results of anthropometric and bloodwork measurements. Assigns and tailors food prescriptions, including approval of non-standard contract or medical formulas. Provides referrals for services based on assessment or otherwise identified. Provides up to date, relevant nutrition and breastfeeding education based on assessment of identified health risks and client interest. Promotes and supports breastfeeding. Prepares, organizes and uses nutrition education materials appropriate to the program clientele. May develop and teach classes covering a wide variety of nutrition topics. May serve as Training Coordinator; Breastfeeding Coordinator; Local Agency Retail Coordinator; and/or Farmer’s Market Nutrition Program Coordinator as required by program policy. OTHER DUTIES:Collaborates in the development of and contributes to individual, team, and departmental quality improvement, performance management, and evaluation activities. Participates in quality improvement projects and strategic work plans. May work within the incident command structure during emergencies. Promotes a work environment where continuous quality improvement in professional practice is pursued. Assumes responsibility for own professional growth and development by pursuing education and participating in professional committees and work groups. Develops and uses printed materials effectively. May perform general program administrative activities including report writing, bookkeeping and data collection. Performs related duties as required or directed. | |
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| **MINIMUM QUALIFICATIONS:** Requires a Bachelor's degree. Degrees best suited for this position include Nutrition, Health and Human Development, Community Health, Early Childhood Development, Health Promotion, and Health Education. Requires successful completion of six or more semester credit hours in food and nutrition appropriate for the WIC population, and an Anatomy/Physiology series of coursework, or the ability to compete courses within 6 months of hire. Requires two years of experience delivering nutrition education services.  SPECIAL REQUIREMENTS: Requires a valid driver’s license. Requires immunizations or proof of immunity to certain infectious diseases, and a TB test.  **Applicants that meet the following minimum qualifications may be considered for a Public Health Nutritionist position:**Requires a bachelor’s degree in Nutrition or Dietetics from an Accreditation Council for Education in Nutrition and Dietetics (ACEND) accredited didactic program in dietetics. Requires one year of experience working as a dietitian.  SPECIAL REQUIREMENTS:  Must be a Registered Dietitian through the Commission on Dietetic Registration of the Academy of Nutrition and Dietetics and Licensed Nutritionist through the State of Montana. New employees will be asked to volunteer vaccination status for required vaccines upon hire and will be offered assistance during hiring to receive necessary immunizations. Employees who have not received the vaccines required for their positions or who are unwilling to voluntarily provide vaccination status for required vaccines will receive a reasonable accommodation where such accommodation does not require an undue hardship or endanger the health or safety of any person. Requires successfully passing a criminal history background check.  Depending on assignment, may require CPR. | |
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| **PHYSICAL/ENVIRONMENTAL DEMANDS:** Works primarily in an office type setting. Work is performed in a high activity and often noisy work environment. Requires some evening and weekend work; requires the ability to travel to frequent in-town and occasional out-of-town events; requires occasional lifting, up to 25# (ex: audio visual equipment, written materials.) May risk recurring exposure to communicable diseases. | |

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| **APPLICATIONS MAY BE FILED ONLINE AT: https://www.governmentjobs.com/careers/missoulacounty/**  406-258-4874 [gbrown@missoulacounty.us](mailto:gbrown@missoulacounty.us) | Position #2022-00249 WIC NUTRITION SPECIALIST OR PUBLIC HEALTH NUTRITIONIST |