

SENIOR NUTRITIONIST

DEFINITION: Under general supervision, performs technical, administrative and professional tasks of considerable difficulty in food and nutrition, education and various programs; performs related work as assigned.

ESSENTIAL FUNCTIONS: This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

TASKS:

Oversees, coordinates and conducts educational services in nutritional education, screening techniques, quality assurance, voucher issuance and record keeping; performs individualized, high risk and group menu planning; may supervise a regional program including the hiring, evaluation, promoting and discipline of staff and maintaining quality service and program standards through systematic review of service levels against program standards.

Develops, recommends and implements program plans, goals and objectives; compiles and reports statistical information to meet program, state and federal requirements; attends meetings, seminars, training and conferences to maintain current professional knowledge and/or certification; provides technical guidance and training to subordinate staff, including the administration of nutrition modules, in-service programs and other topical training; may serve as local program nutrition consultant to Indian Health Services (IHS) units, schools and other tribal and community programs.

KNOWLEDGE, SKILLS, AND OTHER CHARACTERISTICS:

Knowledge of nutritional foods and their uses.

Knowledge of applicable Tribal, federal, state, and local laws, ordinances, statutes, rules, regulations, policies and procedures.

Knowledge of nutrition and health principles, practices and methods.

Knowledge of nutrition and health issues of the Native American families and individuals.

Knowledge of supervisory methods and techniques.

Skill in conveying technical information in a practical format.

Skill in setting priorities to meet established as well as changing deadlines.

Skill in communicating effectively, both orally and in writing

Skill in establishing cooperative work relationships with those contacted in the course of the work.

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT: Work involves moderate amounts of physical effort while providing services in a clinical setting.

MINIMUM QUALIFICATIONS:

- A Bachelor's degree in Nutrition, Dietetics, or related field; and three (3) years responsible experience as a nutritionist in education, social services, maternal and child health, public health nutrition or dietetics, one (1) year of which must have been in a supervisory capacity.

PREFERRED QUALIFICATIONS:

- Master's degree in Nutrition, Dietetics or related field.
- One (1) year of experience in clinical and community nutrition.
- Registration with the Academy of Nutrition and Dietetic for DTR
- Registered Dietitian Certified.

THE NAVAJO NATION

Class Code: 3841
Community Education and Counseling Series
Food and Nutrition Worker Group
Overtime Code: Exempt
Pay Grade: 65

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SPECIAL REQUIREMENTS:

- Possess a valid state driver's license.

Depending upon the needs of the Nation, some incumbents of the class may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment.