



## Nutritionist I – Site Supervisor

---

**Reports to:** Manger of Operations

**Direct Reports:** None

**Status:** Non-Exempt

**Effective Date:** March 29, 2021

---

### **Position Summary:**

Under the direction of the Area Manager; responsible for the supervision of the WIC clinic. Will do nutrition counseling for low and high-risk individuals on the program as needed. Nutritionist I will be responsible for one (1) special assignment area. This position is approximately 50% administrative and 50% direct client.

### **Essential Functions:**

- Enrolls and certifies high risk WIC participants in a timely manner and low-risk participants as needed.
- Conducts in-depth high-to-complex nutritional assessments of participants identified with level 3 and/or 4 risks.
- Evaluates dietary intakes, reviews appropriate medical, clinical, and health information for determining risk level and provides nutrition interventions that corresponds to nutrition conditions.
- Develops high risk nutrition care plan for nutritional improvement and documents in the Individual Nutrition Care Plan (INEP) in the Integrated State Information System (ISIS) computer system.
- Other duties as assigned.

### **Minimum Qualifications:**

- Bachelor's degree in nutrition related field required.
- Master's degree in a nutrition related field or Public Health preferred.
- Must have at least (1) year's work experience in the field of food nutrition and/or dietetics.
- Must have at least (1) year's work experience in nutrition and breastfeeding dealing with individual counseling and teaching a class.

Location: WHCC