

NOTICE

There is a job vacancy in the **BAY COUNTY HEALTH DEPARTMENT - WIC PROGRAM**.

JOB TITLE: **REGISTERED DIETITIAN**

RATE OF PAY: **\$1,524.80 entry/biweekly progressing to
\$1,751.20/biweekly after 3 years (PB06)**

Full-time position with benefits

In accordance with the Agreement between the County and the Bay County Association of Managers, Professionals and Supervisors, qualified county employee applicants may first be considered.

GENERAL SUMMARY:

As part of a multi-disciplinary team, the individual in this position plans, directs and conducts programs of services and activities in nutrition education. This individual provides expert nutrition counseling services to the Women's Infant and Children's (WIC) Program participants and functions as a CPA (Competent Professional Authority) for clinical operations.

TYPICAL DUTIES:

1. Assesses anthropomorphic and hematological data, as well as health and dietary histories for the purpose of determining the existence of nutritionally related health risks and the need for nutritional, health, social or psychological referrals. Enters required participant data in MI-WIC.
2. Identifies nutrition needs of clients and plans, develops and evaluates the nutrition education and counseling services.
3. Selects, plans, prepares and evaluates teaching aids and materials.
4. Conducts individual nutrition education sessions and provides nutrition counseling to identified, high-risk participants and documents the encounters in MI-WIC.
5. Develops and implements nutrition care plans.
6. Assigns and tailors food packages for program participants.
7. Determines and authorizes Class II formula requests and requests State of Michigan approval for Class III formula requests.
8. Maintains individual case records, including results of contacts with family members, schools and other agencies.
9. Is knowledgeable of Health Department programs and makes referrals for services, as appropriate.
10. Maintains a working knowledge of community resources and contacts for referral of WIC participants.
11. May prepare materials for and participate in WIC community education and promotional activities.
12. In times of a public health emergency, may be required to report for specialized assigned duties inside or outside of Bay County. Perform emergency response roles, as required.
13. All other duties as assigned.

The above statements are intended to describe the general nature of work being performed by people assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.

QUALIFICATIONS: A Registered Dietitian (R.D.) who is accredited by the Commission on Dietetic Registration, the American Dietetic Association or a dietitian who has completed all of the requirements for dietetic registration. Applicants may be required to take written and/or other examinations.

PHYSICAL REQUIREMENTS: This position requires sitting most of the time and/or being mobile or standing for brief periods of time. Additional requirements include the ability to move objects according to the following weight and frequency: Generally, 10 pounds of force up to one third of the time.

APPLICATION: Make application to the Bay County Personnel Department, 515 Center Avenue, Suite G102, Bay City, MI 48708-5121 no later than **4:00 p.m. Thursday, September 3, 2009**. Applications are also available at www.baycounty-mi.gov.

AN EQUAL OPPORTUNITY EMPLOYER

"BAY COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY STATUS IN ADMISSION OR ACCESS TO, OR TREATMENT OR EMPLOYMENT IN, ITS PROGRAMS AND ACTIVITIES."