

WIC Qualified Nutritionist (QN)

Community Action Partnership for Madison County
Utica, NY

We are hiring a WIC Qualified Nutritionist (QN). This is a full time position, eligible for benefits. This position will be based in the Utica WIC office, with travel to other Tri-County WIC offices as needed.

Duties:

Guide WIC participants throughout the nutrition and breastfeeding assessment and education process throughout the Tri-County clinics. Provide consumer friendly, professional, participant-centered quality care that will enhance the lives of those served. Provide nutrition counseling and education to participants in both individual and group settings following the NYS Program standards and policies. Provide participant-centered nutrition counseling and education to high risk participants. Have the ability to perform all clinic functions.

- Set the tone for excellent customer service to participants in the clinic.
- Conduct a complete nutrition assessment, determine nutrition risk and enroll participants.
- Prescribe, tailor, authorize, issue and reissue all food packages.
- Promote Breastfeeding as the preferred infant feeding method following the Loving Support Model guidelines.
- Conduct a breastfeeding assessment, and provide participant centered counseling that helps a mother initiate breastfeeding, establish a milk supply, exclusively breastfeed and continue breastfeeding. Address common breastfeeding concerns, issue breast pumps and refer to the breastfeeding coordinator when necessary.
- Provide and document participant-centered nutrition counseling and education in both individual and group settings for participants.
- Provide referrals to health and public assistance programs, and document follow-up.
- Review and approve formula requests requiring medical documentation in consultation with the Health Care Provider.
- Develop and implement high risk care plans and oversee high risk care to all participants. Update and close high risk care plans. Refer high-risk participants to other health-related and social services, as necessary. Track high-risk participant's progress in improving their health and document for outcomes.
- Ensure the efficient flow of the nutrition assessment and education process.
- Develop, conduct and evaluate nutrition training for Local Agency staff and participants in nutrition education topics under the leadership of the Nutrition Team Leader.
- Provide guidance to Nutrition Assistant staff in collecting nutrition assessment data.
- Provided guidance in nutrition assessment and counseling/education to CPAs as needed.
- Rotate to other clinic sites as required.
- Coordinate and participate in Outreach and Public Health Detailing.
- Other duties as assigned.

Requirements:

- Minimum Bachelors or Masters in Nutrition.
- Registered Dietitian Nutritionist (RDN) is preferred.
- Must possess strong oral and written communication skills, the ability to work independently and as a team member, ability to keep information confidential, and the ability to establish healthy client/worker boundaries.
- Proficient in use of computer and Microsoft applications (particularly Word); experience with automated data bases preferred.
- Valid driver's license and reliable transportation.

Candidates must be able to pass an acceptable background check. Employment will be conditional pending the outcome of the check. If you are interested in being considered for this position, please submit your resume, cover letter and three professional references to: HR@capmadco.org. CAP is an EOE/AAE.