



**WEST VIRGINIA**

Division of Personnel  
 1900 Kanawha Blvd. East, Building 3 Suite 500  
 Charleston, WV 25305

<http://www.personnel.wv.gov>

**invites applications for the position of:  
 Nutritionist 2**

*An Equal Opportunity Employer*

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<b>SALARY:</b>	\$2,726.83 - \$5,044.58 Monthly \$32,722.00 - \$60,535.00 Annually
<b>DEPARTMENT:</b>	HD31-Monongalia County Health Department
<b>OPENING DATE:</b>	06/09/22
<b>CLOSING DATE:</b>	06/20/22 11:59 PM
<b>NATURE OF WORK:</b>	

The Monongalia County Health Department is seeking a Nutritionist 2 for the Marion and/or Harrison County Office. Under general supervision, performs professional work at the full-performance level by promoting and presenting public health nutrition programs, evaluates and certifies the eligibility of applicants for participation in the Women, Infants and Children (WIC) Program. Performs related work as required. Public contact and travel are required. May be required to supervise.

**Distinguishing Characteristics:**

This is professional, full-performance level work in public health nutrition. Performance at this level requires specialized skills, greater independent judgment and work involving planning and organizational skills. Positions may have coordination responsibility for the dietary unit at a state facility or as a lead worker in a WIC office. Work is governed by federal and state regulations, policies and procedures.

**EXAMPLES OF WORK:**

- Evaluates and certifies the eligibility of applicants for participation in the WIC Program.
- Provides therapeutic dietary counseling and nutritional assessments for participants, such as in maternal and pediatric clinics.
- Conducts one-on-one counseling, presentations and provides consultation on nutrition and breastfeeding topics to groups and organizations.
- Counsels participants on breastfeeding education and support.
- Develops menus for regular and therapeutic diets for patients or residents of a facility.
- Conducts staff in-service training.
- Acts as Nutrition Education Liaison responsible for developing, implementing and evaluating the Nutrition Education Program for a multi-county area.
- Acts as Breastfeeding Coordinator responsible for developing, implementing and evaluating a multi-county Breastfeeding Promotion Program.
- May act as a lead worker or a lead Nutrition Education Coordinator at a clinic site.
- May supervise a dietary unit at a state facility.

**Knowledge, Skills and Abilities**

- Knowledge of the principles and practices of dietetics, nutrition and breastfeeding as related to public health.
- Knowledge of the organization of public health services, food assistance and nutrition education, as well as breastfeeding resources.
- Knowledge of developments in the field of public health as related to nutrition and breastfeeding practices.
- Knowledge of how to interview medically high-risk clients, assessing their nutritional status and counseling them concerning nutrition and breastfeeding.
- Ability to manage and coordinate programs.
- Ability to conduct training in-services.
- Ability to establish and maintain effective working relationships.
- Ability to collect, analyze and evaluate data and technical information.
- Ability to communicate effectively, both orally and in writing.
- Ability to write goals and objectives in planning and developing broad range nutrition programs.

## MINIMUM QUALIFICATIONS:

**Training:** Bachelor's degree from a regionally accredited college or university in foods and nutrition, dietetics or public health nutrition; or a Bachelor's degree in a related field with 12 semester hours in nutrition.

**AND**

**Experience:** One (1) year of full-time or equivalent part-time paid professional experience in nutrition while employed by a health or welfare agency, food clinic, hospital, child development center, school system, nutrition council; teacher of foods or nutrition in an accredited school or college; agent or food and nutrition specialist in the Agricultural Extension Program; or research work in foods or nutrition.

**OR**

**Substitution:** Graduation from a Coordinated Undergraduate Program in Dietetics, completion of an Approved Pre-Professional Practice Program (AP4) in Nutrition or dietetic internship approved by the Academy of Nutrition and Dietetics, or a graduate degree from a regionally accredited college or university in a related field may be substituted for the required one (1) year of experience.

**Special Requirement:** A valid driver's license may be required.

## OTHER INFORMATION:

PG: 15 \$32,722 - \$60,535

Market Rate: \$53,336

PG change per SPB 2840

Monongalia County Health Department hires full time employees from the WV Division of Personnel State Registry. If you are a former or current WV State Employee; forward your completed Division of Personnel application to:

Nancy L. Lilly  
Monongalia County Health Department  
453 Van Voorhis Rd.  
Morgantown, WV 26505  
Email: nancy.l.lilly@wv.gov  
Fax: 304-598-5199  
Phone: 304-598-5197

If you are not a former or current WV State Employee; please complete your application online and submit for evaluation by the WV Division of Personnel and placement on a WV State Registry.

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.personnel.wv.gov>

Position #MONO220022  
NUTRITIONIST 2  
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1900 Kanawha Blvd. East  
Building 3 Suite 500  
Charleston, WV 25305  
(304) 558-3950

[DOP.applicantservices@wv.gov](mailto:DOP.applicantservices@wv.gov)

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