

Date Posted:

Texas Head Start Association

JOB OPPORTUNITY POSTING

Job Title: Nutrition Specialist

Employer/ Agency: GCCSA – Gulf Coast Community Services Association

Job Description:

1. Works and consult with Operations staff and Center Managers in the recruitment, hiring and supervision of kitchen personnel, food transport personnel, and purchase of food equipment and consumable supplies.
2. Develop, plan, and approve menus, in conjunction with relevant staff and parents, to ensure compliance with CACFP guidelines.
3. Conduct and assist with nutritional screening, and coordinate nutritional assessments.
4. Conduct and oversee nutritional education activities for staff, children and families.
5. Standardize the nutrition education curriculum in collaboration with Education Services, and conduct periodic classroom observations.
6. Develop with the Health & Nutrition Coordinator and conduct nutrition training programs and activities for all staff to increase the quality and delivery of services.
7. Modify menus for children with special dietary needs and work with Operations and center-based staff to accommodate special dietary requests.
8. Plan menus, including quantity, quality, and variety of food with the Health & Nutrition Coordinator.
9. Interpret nutrition assessment data, provide nutrition counseling for families, and promote good nutrition habits among children and families.
10. Gather, maintain & analyze nutrition data for program planning.
11. Work with interdisciplinary team to ensure integration of all Head Start services.
12. Document services and communications with families and staff.
13. Train staff about children with feeding problems or special nutritional needs.
14. Evaluate procedures and practices; suggest and develop alternative methods for work improvement.
15. Perform other duties as assigned.

Qualifications:

Bachelor's degree and equivalent experience. Major in any of the following disciplines preferred: Foods and Nutrition; Dietetics; Home Economics; Food Service Management. Registered Dietitian/Licensed Dietitian required. Bilingual language (Spanish-English) ability desired. Minimum of three to five years of nutrition related experience. Ability to plan, organize, allocate and control substantial resources. Experience in community nutrition a plus.

Hours: Varies, but generally M-F; 8-5

Salary: \$31,000 – \$42,000 (Depending on Qualifications and Experience)

Send your resume and cover letter to:

All applicants who meet the minimum qualifications for the posted position must complete an official GCCSA online employment application on our website at <http://tinyurl.com/2evm46v>. (Please click the link.) OR visit www.gccsa.org to apply online.

Address: 9320 Kirby Dr.

City, State, Zip: Houston, TX 77054

Telephone: 713-393-4700

Fax:

E-mail Address: recruiter@gccsa.org

Application Method Preferred:

Opening Date: January 27, 2012

***If your response to this job posting results in successful employment, please email THSA at webmaster@txhsa.org with the hiring details of your new job opportunity.
Thank you***