

UTAH COUNTY OFFICE OF HUMAN RESOURCES MANAGEMENT, 100 East Center, Suite 3800, Provo, UT 84606
Phone: (801) 851-8158 ♦ Fax: (801) 851-8166 ♦ Email: humanresources@UtahCounty.gov ♦ <http://www.utahcounty.gov/jobs>

Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.

JOB ANNOUNCEMENT

Three Quarter time (.75) position available with benefits, may fill at Part Time (.50) – must be available to work:
Monday, Tuesday, Thursday & Friday – 8:00 AM – 12:00 PM and 1:00 p.m. – 5:00 p.m.
Wednesday 9:30 a.m. – 1:30 p.m. and 2:30p.m. – 6:30 p.m.

POSITION: PUBLIC HEALTH NUTRITIONIST II – WIC Division

Posting# 2026-0318ksa

REQUIRED ATTACHMENTS TO APPLICATION:

- College transcripts and/or diploma if related to position - internet printouts & photocopies are acceptable
- Required licensure – Registered Dietitian, Certified Dietitian if applicable

STARTING SALARY: Step 34 – 40, \$21.03 - \$24.17 per hour

Salary will be determined upon experience and or education
Plus benefits package - Step increase available after completing probation and annually thereafter.

OPENING DATE: March 23, 2018

CLOSING DATE: April 6, 2018

For additional information see the job description at – <http://www.utahcounty.gov/jobs>

The eligibility list created by this posting may be used to fill current full or part time vacancies and full or part time vacancies and grant funded vacancies that occur within the next two (2) months
For additional information see the job description at - - <http://www.utahcounty.gov/jobs>

JOB SUMMARY:

Determines client’s eligibility and priority for WIC services by assessing medical and nutritional risk; develops nutrition care objectives and provides individualized counseling, class instruction and referrals to other agencies to meet identified needs; documents interventions, goals and progress towards meeting identified needs.

DUTIES INCLUDE:

Evaluates anthropometric and biochemical data and medical and nutritional history information to determine whether clients meet nutritional risk criteria qualifying them for WIC services.

Determines client’s level of nutrition risk (prioritization for services) by assigning and documenting appropriate nutrition risk factors.

Prioritizes the education needs of the family, evaluates client’s educational level, cultural background, and values and health beliefs, develops nutrition care objectives to meet these needs.

Provides specialized nutritional counseling, medical nutrition therapy, class instruction and follow-up for medically and nutritionally compromised clients.

Obtains appropriate specialized formula for clients in consultation with physicians, State WIC staff, pharmacies, and vendors.

EVALUATION AND SELECTION FACTORS INCLUDE:

- Knowledge of current information regarding basic and therapeutic nutrition and diet.
- Knowledge of current information regarding therapeutic nutrition and diet (PHN II).
- Knowledge of public health with specialized knowledge about infancy, childhood, pregnancy, and lactation nutrition.
- Knowledge of the composition of various infant formulas and their specific uses.
- Knowledge of food preparation techniques, food safety, and meal management.
- Knowledge of the policies and procedures governing WIC.
- Knowledge of community resources for client referral.
- Knowledge of breastfeeding principles, techniques, and equipment.
- Knowledge of education principles including behavior modification techniques.
- Advanced skill in nutritional assessment, nutrition care planning, counseling, and nutritional care documentation
- Skill in written and verbal communication.
- Ability to work closely with clients from diverse and high-risk backgrounds.
- Ability to perform several tasks at the same time while maintaining an acceptable level of expertise.
- Ability to maintain cooperative working relationships with those contacted in the course of work activities.

REQUIREMENTS FOR EMPLOYMENT:

Selected applicants shall be strongly encouraged to receive immunizations according to the Center for Disease Control and/or County Health Department Policy.

Equivalent to a Bachelor’s degree in dietetics and successful completion of an approved internship or equivalent, **or**

Equivalent to a Master’s Degree in human nutrition, nutritional sciences, community nutrition, clinical nutrition, dietetics, public health nutrition, home economics with an emphasis in nutrition, **or**

Registered Nurse, C.N.M., or N.P. with a Bachelor’s degree in nursing **or** Certified Physician Assistant.

Requires one (1) year relevant work experience. Additional related education may be substituted for the experience requirement.

Applicants receiving a conditional offer of employment will be required to submit to a pre-employment drug screen and additional background checks as required.

LICENSURE/CERTIFICATIONS:

Dietitians must be registered with the ADA Commission on Dietetic Registration (RD); and Dietitians and Nurses must be certified/licensed with the State Division of Occupational and Professional Licensing (CD).

Incumbent must possess a current valid driver’s license and obtain a valid State of Utah driver’s license within 60 days of employment.

EXAMINATION/SELECTION PROCESS: Individuals interested in the position must submit an official Utah County Government application and required attachments to the Utah County Office of Human Resource Management, 100 East Center, Suite 3800, Provo, UT 84606, by 5:00 PM on the closing date. **NO POSTMARKS OR RESUMES.** Additional information will not be accepted after the closing date. The Human Resource Department will screen the applications for minimum qualifications. The selection process will consist of a hiring interview, and may include any one, or a combination, of the following examinations: application and/or supplemental review/rating, written examination, performance test and/or oral examination. The Human Resource Department reserves the right to call only the most qualified applicants to any of the examinations.