

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Supervisor, Nutrition	CLASSIFICATION:	Classified Non-Represented SuC /C-1.14144 .141(ep)2(r]
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Coordinate nutrition education grants; responsible for writing, administering, evaluating, and complying with grant requirements. E

Demonstrate initiative in devising and adopting new methods to improve Nutrition Services; provide, conduct, and participate in nutrition educational programs and presentations to the Board of Education. E

Operate a computer to input, output, update, and access a variety of records and information; generate reports, records, lists, and summaries from computer database. E

Provide excellent customer service by establishing positive relationships with district personnel, representatives from external organizations and others; respond to phone calls, letters, and other communications. E

Promote teamwork by sharing knowledge, cooperating with others, participating in meetings and work groups, and supporting the goals and objectives of the district and division. E

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: bachelor's degree in nutrition, dietetics, or closely related field and one year increasingly responsible experience in a large food service operation. Preference will be given to a dietician applicant who is registered with the American Dietetic Association.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile. Overall scores in computer software QWIZ testing program preferred as follows:

Keyboarding.....65 Correct WPM

Nutrition Analysis

Supervisor, Nutrition / Supervisor ~~IV~~ Continued