

Jurisdictional Class: Competitive  
Adopted: March 11, 1994  
Revised: July 30, 2010

**SENIOR WIC NUTRITIONIST**

**DISTINGUISHING FEATURES OF THE CLASS:** This position involves responsibility for overseeing the planning, implementing, coordinating, and evaluating of the nutrition component of the WIC Program, a supplemental food and nutritional education program for women, infants, and children who are low income and at nutritional risk due to medical problems or inadequate dietary intake. The work is performed under the general supervision of the WIC Program Coordinator with leeway allowed for the exercise of independent judgment in carrying out the details of the work. Supervision is exercised over the work of WIC Nutrition Aides and other staff involved with the nutritional aspects of the program. The incumbent does related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

Plans, implements, coordinates, and evaluates a comprehensive nutrition education program;  
Assesses nutritional need of clients and provides direct patient care through the use of accepted methods of dietary intervention techniques;  
Provides for the nutritional needs of clients as affected by medical regimens, drug therapy, or physical limitations;  
Develops dietary plan for providing nutritional care to clients by conducting a nutritional assessment through diet and medical histories, biochemical data, anthropometric data, and psychosocial evaluations;  
Provides nutrition counseling to clients and clients' families;  
Evaluates progress of clients to ensure satisfaction of complete nutritional needs;  
Supervises and evaluates nutrition care practice and staff to ensure a high quality of professional service to meet agency, state, and federal standards;  
Assists Coordinator in planning and conducting educational programs, training, and WIC Statewide Info System (WIC-SIS) linkages related to nutrition and patient care to nutrition staff;  
Assists Coordinator with program outreach to include maintenance of an ongoing working relationship with community agencies, institutions, and medical care providers related to individual and agency needs;  
Prepares and maintains records and reports to meet agency guidelines;  
Participates in State, regional, and local programs to keep abreast of new developments in the field of nutrition.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:**

Thorough knowledge of the principles and practices of nutrition, supervision, and diet therapy;  
Thorough knowledge of the relationship of nutrient intake to health and to restorative and rehabilitative treatment;  
Thorough knowledge of processes involved in menu planning, marketing, and food preparation and ability to advise on organizing and directing these processes effectively, efficiently, and economically;  
Working knowledge of administrative organization of community practice;  
Ability to plan and supervise the work of others;  
Ability to communicate effectively, both orally and in writing;  
Ability to establish and maintain effective working relationships with clients and staff.

Senior WIC Nutritionist

**MINIMUM QUALIFICATIONS:** Either:

- (a) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in Nutritional Sciences, Community Nutrition, Clinical or Human Nutrition, Dietetics, Foods and Nutrition, Public Health Nutrition, or related field and two (2) years experience as a WIC Nutritionist or as a Nutritionist/Dietitian in an agency or organization; or
- (b) Completion of a Dietetic Internship in an institution approved by the American Dietetic Association and either be currently registered or eligible for registration by the American Dietetic Association and two (2) years experience as a WIC Nutritionist or as a Nutritionist/Dietitian in an agency or organization; or
- (c) An equivalent combination of training and experience as defined by the limits of (a) and (b) above.

**SPECIAL REQUIREMENTS:** Certain assignments made to employees in this class will require reasonable access to transportation to meet field work requirements in the ordinary course of business in a timely and efficient manner.