

Tooele County Public Health

WIC COORDINATOR

This recruitment will close on December 3rd, 2009 at 5:00 p.m.

POSITION DUTIES: Coordination activities will include monitoring and evaluating WIC programs and staff to ensure action plans are carried out and reports are completed. Perform duties as the acting supervisor for issues related to WIC. Carry out requirements found in the Federal and State WIC regulations; monitors, evaluates and comments on policies, hearings, programs, levies and community actions affecting WIC

MINIMUM QUALIFICATIONS:

- Full time position; 40 hrs. per week; \$24.61 per hour
- Bachelors Degree in Dietetics plus one year experience in a supervisory or administrative capacity and two years experience as a Dietician; or,
- Bachelors Degree in Nursing and minimum two years of nursing experience plus one year in a supervisory or administrative capacity; or,
- Bachelors Degree in Home Economics with minor in nutrition, nutrition health education, health, food science, or closely related field plus five (5) years WIC experience, approved at the time of hire, as a Competent Professional Authority Level 1 as defined by the State WIC office and have at least one year of supervisory experience; and,
- Must be registered with the ADA Commission on Dietetic Registration and must be certified with the Utah State Licensing Board; and,
- Must have a Valid Utah Drivers License; and,
- Required to travel during the day and overnight; and,
- Must be able to lift 20 pounds and climb stairs; frequently required to sit, talk and hear; occasionally required to stand, walk, use hands, reach with hands and arms, climb or balance, stoop or kneel. Specific vision abilities required to include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus; and,
- Ability to operate various office equipment.

If you are interested in being considered for this position, please submit a resume and county application which is available at the Tooele County Human Resources Office, Rm. 120, 47 South Main, or access the entire job description and an on-line application at www.co.tooele.ut.us.

“Tooele County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.”