

CITY OF NEW YORK
NEW YORK CITY DEPARTMENT FOR THE AGING
JOB VACANCY NOTICE

JVN 125-13-07-CW

Position: Nutrition Supervisor	Salary: \$61,752 - \$76,281* \$71,015 - \$76,281** ◆ ADA Differential
Bureau: Long Term Care & Active Aging	C.S. Title: Principal Nutrition Consultant
Unit: Long Term Care	Supervisor: Alan Hom
Job Description: <p>Under general direction, ensures that contracted citywide home delivered meal programs for the elderly adheres to all relevant government regulations; oversees technical assistance in nutrition and all aspects of food service management; oversees the in-home nutrition counseling program and nutrition education; maintains liaison between meal programs and the Department for the Aging; performs related work; visits provider agencies and recipients of services as needed to ensure that delivery of services are effective and efficient.</p> <ul style="list-style-type: none">Assist in planning and formulating policy for nutrition counseling, supervise and provide technical assistance to the Nutrition Counselors providing nutrition counseling.Provide Technical Assistance and supervise the Nutrition Consultant(s) assigned to the Citywide Home Delivered Meal Program, other DFTA staff, contractors, caterers and sponsors in the areas of nutrition and food service management.Assist the Bureau and unit in planning and policy formulation in the areas of food service, nutrition education, resource allocation and systems development.Develop and maintain relationships with DFTA staff, contractors, monitoring agencies and other health care professionals and agencies.Provides assessment and individualized nutrition counseling for a small caseload of nutritionally at-risk elderly clients throughout NYC. <p>*Non-City rate **City incumbent rate ◆ Differential of \$1,648 for ADA Registration</p>	
Minimum Qualifications: <p>A baccalaureate degree from an accredited college with a major in foods and nutrition, food science or institutional management and six years of full-time paid experience in an institutional or community services setting in the administration or auditing of all phases of a meal program and/or providing nutrition counseling, at least two years of which was in a supervisory capacity or the equivalent in education and /or experience.</p>	
Preferred Skills: <ul style="list-style-type: none">A master's degree from an accredited college with a major in foods and nutrition, food service management, food science, or home economics and three years of full time satisfactory experience in an institutional, residential, hospital or community-based program, either: a) monitoring and assessing or managing all phases of a meal program, or b) providing nutrition counseling or nutrition education. In addition: 1) At least two of the three years of experience must have been in monitoring and assessing or managing all phases of a meal program. 2) At least two of the three years of experience must have been acquired within the last five years.Registered Dietician is preferred.	
NOTE: NEW YORK CITY RESIDENCY IS REQUIRED WITHIN 90 DAYS OF APPOINTMENT.	
<p>TO APPLY, PLEASE SUBMIT RESUME INDICATING JVN# TO: Department for the Aging (DFTA) Jeanmarie Weber Employment Manager, Human Resources 2 Lafayette Street, 9th Floor, New York, NY 10007 -OR- E-mail to DFTArecruit@aging.nyc.gov (indicate JVN# in subject line) In addition to submitting a resume Department for the Aging employees must also submit a bid form. Be sure to indicate the position for which you are applying.</p>	
Dated: October 2, 2012	Post Until: Filled

EQUAL OPPORTUNITY EMPLOYER