



**THE CHILDREN'S AID SOCIETY  
HEALTH AND WELLNESS DIVISION**

**JOB POSTING: Go! Healthy Early Childhood Parent Program Coordinator (Full-time)**

**BACKGROUND:**

In 2003, The Children's Aid Society (CAS) launched a number of programs aimed at preventing and slowing the rates of childhood obesity in the communities of the South Bronx, Harlem, Washington Heights and northern Staten Island. The programs come together under the umbrella of Go!Healthy, an initiative that follows children from birth through adolescence and beyond, educating them about nutrition and the joys of healthy cooking and eating.

The Go!Healthy Parents Program is an integral component of the CAS Go!Healthy Program. Our program promotes healthy eating behaviors for families, improves cooking skills through hands-on workshops and engages parents in movement and stress reduction activities.

**POSITION SUMMARY:**

Under the supervision of the Director of Food and Nutrition Programs, the Go! Healthy Early Childhood Parent Program Coordinator will develop and implement a nutrition education program for parents with children ages 0-5 years. The program will include group-based nutrition classes and one-on-one consultations with parents of nutritionally at-risk children. Implementation will occur at The Children's Aid Society's Early Childhood Centers, located in Harlem, Washington Heights, the South Bronx and Northern Staten Island.

**RESPONSIBILITIES:**

- **Designing curriculum:** Develop an outcomes-oriented nutrition education workshops series for parents with children aged 0 to 5 years.
- **Scheduling:** Coordinate group workshops with site directors, educational directors, parent coordinators and/ or Family Partnership staff to organize class logistics, schedule and equipment needs.
- **Promoting:** Coordinate with site appropriate promotional methods to ensure maximum workshop participation.
- **Teaching:** Deliver parent workshops with relevant and up-to-date dietary, movement and wellness information in an engaging and interactive manner. Address questions or concerns parents may have in regards to their family's dietary habits and wellbeing.
- **Screening:** Help to refine the agency's protocol for screening children for nutritional risk and help to train staff with implementation.
- **Consult:** Provide one-on-one nutrition consultations with parents of children who have been identified with significant nutritional risk.
- **Record keeping:** review and update child health records to ensure compliance with State and Federal regulations.

**SKILLS AND QUALIFICATIONS:**

- Candidate must be bilingual (written and oral) in English and Spanish.
- Certified Registered Dietitian required.
- Experience educating parents about early childhood nutrition.
- Knowledge of Head Start Performance Standards.
- Critical and creative thinker with curriculum development experience.
- Very strong program management and organization experience.
- Self-motivated, energetic and people-oriented.
- Ability to lead and be part of a team.
- Very strong nutrition education, culinary and teaching experience.
- Very strong communication and presentation skills (verbal, written and visual).
- Works well with people of various backgrounds, cultures, educational levels and age groups.

**To apply, please send your resume and cover letter to Alyson Abrami, Director of Food and Nutrition Programs:  
aabrami@childrensaidsociety.org**