



Job Announcement Live Healthy! Nutrition Education Instructor

The New York Common Pantry, the largest community based emergency feeding organization in New York City, is seeking a full-time Bilingual Nutrition Education Instructor for its Live Healthy! program. As a part of the East Smart NY Program, Live Healthy! offers hands-on, interactive nutrition education workshops to the children and adults of New York City aimed to improve the overall quality of life. A strong emphasis is placed on the nutritional value of fresh fruits and vegetables and their impact on healthy living and longevity. This job is a full-time, non-exempt position and requires weekend work. Work schedule is set according to classes offered offsite.

Job Responsibilities

- Provide off-site and on-site nutrition education classes
- Lead all aspects of preparation, implementation, instruction and take-down for children and adult health workshops.
- Organize food for each nutrition workshops; assist with food procurement and recipe preparation and demonstration.
- Engage in communication with community partners about class scheduling and organization.
- Ensure that there is adequate supply and materials for each workshop.
- Ensure that all attendance records and reporting methods are completed accurately
- Enter client activity and research data into agency authorized databases.
- Lead agency run field trips to Farmer's markets and Upstate farms.
- Perform other duties as assigned by the Nutrition Education Program Manager.
- The position will entail daily travel to program sites within Upper Manhattan and the Bronx. Responsible for helping with transportation of equipment to and from workshops. Lifting equipment in excess of 50 lbs.

Qualifications: Bachelor's degree in nutrition education or public health related field. Strong personal interest in cooking, active and healthy living. Strong Public Speaking skills and experience. Strong clerical and organizational skills. Must be detail oriented and able to multi-task. Must be comfortable working with diverse populations and age ranges. Bilingual preferred (English/Spanish or English/Mandarin/Cantonese). Must be able to lift 50lbs+. Proficiency in Microsoft Word, Excel and PowerPoint. Knowledge of client tracking programs a plus.