



**COBB & DOUGLAS
PUBLIC HEALTH**

Healthier lives. Healthier community.

Employment Opportunity

*Nutrition Manager 2-
WIC*

Position: 00002933

Cobb and Douglas Public Health a nationally accredited health department, headquartered in Marietta, Georgia since 1920 promotes and protects the health and safety of the residents of Cobb and Douglas counties in partnership with several other agencies. CDPH is committed to delivering compassionate, high-quality, affordable healthcare services with special attention to the at-risk population. We work to achieve healthy people in healthy communities by: Preventing epidemics and spread of disease, protecting against environmental hazards, preventing injuries, Promoting and encouraging healthy behaviors, responding to disasters, assisting in community recovery, and Assuring the quality and accessibility of health care. By excelling at our core responsibilities, we will assist our residents in living healthier, longer and more rewarding lives.

We Offer: Exceptional opportunities along with excellent benefits, which include: 12 paid holidays, 3 weeks each of annual and sick leave per year. A defined benefit retirement plan with full vestment after 10 years of full-time employment; includes an employer 401k match. Payroll deductible health benefits (medical, dental, vision, legal, long-term care, dependent life, AD&D, short and long-term disability, etc.). Medical and child care spending accounts can be established in addition to deferred compensation options. Flexibility within our core operational hours of Monday-Friday 8am-5pm. Learning and growth opportunities. Employee recognition program. Diverse workforce. And much more!

Summary: Provides management of the Cobb & Douglas Public Health WIC Program related to program development, planning, auditing, budget and education of staff. This position sets and maintains standards for nutrition and clerical services according to state and federal WIC guidelines and provides monthly/annual reporting to state funders on local WIC accomplishments and data. Manages WIC locations at Acworth, Marietta, Smyrna and South Cobb locations. The position develops the annual Nutrition Plan for the WIC Program and sets goals for the balanced scorecard process in WIC. Assures GAWIC Policies and Procedures are maintained, assesses nutrition and diet-related health problems and available resources to determine present and forecast future needs of WIC clientele. Participates in developing agency health policy and assuring that food and nutrition related issues are included. Prepares grant proposals and contracts to obtain funds for expansion of nutritional services. Reviews proposed legislation, guidelines, and standards by federal, state and local organizations affecting nutrition services. Ensures that WIC policy changes and processes are implemented in a timely manner. Coordinates Nutrition Internship and assigns preceptor.

Minimum Qualifications: Bachelor's degree from an accredited college or university AND three years of experience managing professional level staff OR seven years of related professional experience AND three years managing at a level equivalent to area of assignment OR three years' experience required at the lower level manager Business Ops (GSM010) or equivalent position. Current Registered Dietician license required.

Preferred Qualifications: GA WIC experience as a competent professional authority, experience using the M&M system, bilingual (English/Spanish).

Salary Information: \$60,000 annually (*salary commensurate with experience*)/ Pay Grade H

Applications Accepted: September 3, 2019 – October 3, 2019

TO APPLY: In order to successfully apply for a position; the hiring agency requires interested applicants to complete the Cobb & Douglas Public Health's Online Employment Application. This job application can be found at: www.cdph-ess.com. Click on "**Employment Opportunities**" and locate this position, click "**Apply**" and begin your application process.

Thank you for your interest in CDPH. Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.

Requirements for this position may be subject to: Pre-Employment Drug Screening, Criminal Background Check/Fingerprinting, Previous Employment Reference Check, Specific Immunizations, Motor vehicle check, and/or Education and/or Licensure verification.

If you require accommodations under the American Disability Act (ADA), email request by the closing date of this announcement to: Camilla.Barnes@dph.ga.gov

CDPH has adopted the Council on Linkages Core Competency for Public Health Professionals.
AN EQUAL OPPORTUNITY EMPLOYER