



**WORCESTER COMMUNITY ACTION COUNCIL, INC.**  
**The Antipoverty Agency for Central Massachusetts**  
484 Main Street, 2<sup>nd</sup> Floor ♦ Worcester ♦ Massachusetts ♦ 01608-1810  
Telephone: 508.754.1176 ♦ Fax: 508.754.0203 ♦ Website: [www.wcac.net](http://www.wcac.net)

## **Nutrition Consultant, Head Start, Part Time, 10 hrs per month**

WCAC is seeking a qualified professional for a part time (10 hours per month) position in our Southbridge location to oversee the nutritional component of the Head Start program which serves over 200 preschool aged children and their families.

### **Qualifications:**

- Registered dietitian nutritionist or nutrition and dietetic technician, registered with the Academy of Nutrition and Dietetics.
- Experience in community nutrition, including services to children.

### **Special Certification or Documentation:**

- Valid driver's license and reliable transportation.
- Ability to successfully complete a CORI/SORI/DCF/finger printing review every two years.
- Mandatory physical every two years and evidence of negative Mantoux, required by DEEC. Hepatitis B (optional).
- First Aid and CPR Certificate for infants and children.

### **Duties and Responsibilities:**

- Review the Nutrition Performance Standards and CACFP/USDA Standards annually in order to assist the program in complying with acceptable Nutritional Standards.
- Update the menu's annually if needed to reflect any changes or new standards.
- Monitor meals in all sites and write a report from the observations /develop a correction plan as needed.
- Complete nutrition training for staff annually.
- Review nutritional curriculum and formulate activities for the classrooms.
- Generate height/weight letters from assessments completed in September and March.
- Be available for limited consultation of children identified as nutritionally at risk.
- Complete Civil Rights audit once a year and CACFP audits three times a year. Document and discuss findings with the Health & Nutrition Coordinator and formulate any action plans as needed.
- Communicate weekly with the Health & Nutrition Coordinator and discuss any ongoing issues, projects, etc.

Send cover letter and resume specifying position to [hr@wcac.net](mailto:hr@wcac.net) or Human Resource Department, Worcester Community Action Council, Inc., 484 Main Street, 2nd Floor, Worcester, MA 01608.