



# COUNTY OF CUMBERLAND-HEALTH DEPARTMENT

## JOB VACANCY ANNOUNCEMENT

DATE: **October 21, 2009**

<b>POSITION TITLE</b>	<b>TYPE APPOINTMENT</b>	<b>SALARY</b>	<b>GRADE</b>
<b>Nutrition Program Director II</b>	<b>Full-Time</b>	<b>\$46,394.00</b>	<b>72</b>
<b>DEPARTMENT/LOCATION</b>	<b>POSITION NUMBER</b>	<b>APPLICATION CLOSE DATE</b>	
<b>Health/WIC Division</b>	<b>PHD2401</b>	<b>Open Recruitment</b>	

**MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:** (Must be met by applicant for referral as a fully qualified or trainee applicant as indicated below. Failure to meet these requirements may result in your application not being considered and/or forwarded. Those meeting these minimums may or may not be forwarded and considered for interview based upon the size and qualification level of the applicant pool.)

Master's degree in nutrition or public health nutrition and three years of program administration or supervisory experience, plus the ADA Commission on Dietetic Registration eligibility; or an equivalent combination of education and experience.

**HOW TO APPLY: (Failure to follow these instructions may result in your application not being considered)**

Applications for this position can be obtained at the Cumberland County Department of Public Health's 4<sup>th</sup> floor Human Resource Division located at 227 Fountainhead Lane, Fayetteville, NC; or to download an employment application, go to [www.co.cumberland.nc.us](http://www.co.cumberland.nc.us). North Carolina State Government application is acceptable in place of a Cumberland County Government application. Applications must be received in this office by 5:00 pm on the application closing date listed on this announcement. Resumes may be attached to applications; however, resumes **will not** be accepted in lieu of a completed application (form ccpd 1).

**CONDITIONS OF EMPLOYMENT: (The selected applicant will be subject to the following conditions prior to or immediately after appointment. Failure to comply with or fulfill these conditions may result in dismissal.)**

Selected applicant must submit to a drug-screening test and receive a negative result for the use of drugs specified in the county policy. Must have or obtain and maintain a valid North Carolina driver's license with acceptable driving record. Background check with local and national law enforcement agencies required.

**GENERAL POSITION DESCRIPTION AND DUTIES: (Typical for this position – may be changed or amended without notice.)**

(This is not a complete description) Management and supervision of a large WIC Program with a caseload of approximately 14,440 participants. Participates in agency planning through Management Team meetings. Responsible for planning, identifying goals and objectives of Nutrition Program, preparing budget and revisions, and insuring that services are delivered in keeping with the Health Department missions; direct supervision of 7 positions.

**KNOWLEDGE OF WORK PERFORMANCE INDICATORS:**

Thorough knowledge of principles of normal and therapeutic nutrition. Ability to manage and work with professional and support staff. Skilled in the process of interviewing and counseling. Skilled in monitoring and maintaining quality standards of nutrition care.

**THE COUNTY OF CUMBERLAND HIRES ONLY UNITED STATES CITIZENS AND LAWFULLY AUTHORIZED ALIENS WHO ARE IN COMPLIANCE WITH THE IMMIGRATION REFORM AND CONTROL ACT OF NOVEMBER 6, 1996.**

CURRENT HEALTH DEPARTMENT VACANCIES ARE LISTED ON THE CUMBERLAND COUNTY WEBSITE – [www.co.cumberland.nc.us](http://www.co.cumberland.nc.us).

***AN EQUAL OPPORTUNITY EMPLOYER.***