

CHILD NUTRITION PROGRAM INNOVATOR

DEFINITION

Under the direction of the Agent of Child Nutrition, assists in the oversight, management and administration of program innovations for Child Nutrition. This position will manage, evaluate, and coordinate activities in the National School Lunch, School breakfast, Afterschool Snack, and Fresh Fruit and Vegetable/Garden programs. Develops, implements and monitors comprehensive nutrition education programs, wellness program and promotions within District schools to educate students and staff on nutrition and healthy eating habits; and performs related duties and assigned

ESSENTIAL FUNCTIONS: Participates in the testing and selection of new nutrition service products, supplies, materials, equipment.

Conduct student product testing and ensure evaluations are completed and results tabulated

Provides leadership and participates in programs and activities that promote a positive employee relations environment

Assists in the application of grants for new and existing programs

Ensures program development/training

Attend a variety of meetings, workshops, conferences, seminars, and vendor shows to maintain knowledge of current trends and program regulations

QUALIFICATIONS

Knowledge of:

Methods and techniques of overseeing, implementing and managing Food Service Program; including cost accounting techniques and orientation and training methods.

Methods of quantity food preparation, service and storage; including safe and proper temperature of heated foods and portion controls.

Federal and state health and safety regulations as they apply to food preparation and services.

Federal and state regulations governing child nutrition programs such as USDA donated food usage, farm to school, Fresh Fruit and Vegetable Program, National School Breakfast and National School Lunch Programs.

Methods and procedures for efficient staff utilization including time and motion studies and work scheduling.

Methods and practices of sanitary food handling and storage.

Methods of proper operation and maintenance of food service equipment.

Techniques of record-keeping, ordering of food and equipment, inventory maintenance and grant applications.

Principles and practices of effective management and supervision.

District classified human resources policies and procedures and labor contract provisions.

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Ability to:

Organize, manage, coordinate, implement, administer, oversee and evaluate District-wide Child Nutrition programs.

Supervise, train and evaluate performance of assigned staff.

Develop and implement operation and training policies and procedures.

Maintain records, compile and verify data and prepare reports.

Operate standard kitchen machines and equipment safely and efficiently.

Operate a computer using word processing, spreadsheet and other business software. Communicate clearly