

CITY OF ST. LOUIS CLASSIFICATION SPECIFICATION

CLASSIFICATION

TITLE: Nutritionist

CLASS CODE: 5663

GENERAL DESCRIPTION OF DUTIES:

Incumbents provide nutrition counseling to people at risk for chronic disease.

DISTINGUISHING CHARACTERISTICS:

This is a journey-level professional classification in the Public Health Series – Nutrition Group job family within the City of St. Louis. Incumbents perform a variety of moderately complex duties. The distinguishing characteristics of this classification within the series include responsibility for providing nutrition counseling for at risk individuals through community organizations and community education.

Incumbents work under general supervision. While workers require some supervision in most assignments, they are free to develop their own work sequences within established procedures, methods and policies. They are generally subject to periodic supervisory checks.

This is an individual contributor class, meaning the incumbent is responsible for his/her own work including output, quality and timeliness. Incumbents may, however, explain work processes and train others, such as new employees, in the same or similar job title. The individual contributor may serve as a resource or guide by advising others on how to use processes within a system or as a member of a collaborative problem-solving team.

EXAMPLES OF WORK (Illustrative Only):

(The list of duties is intended to be representative of the duties performed in positions within this classification. It does not include all the duties that may be assigned to a position and is not necessarily descriptive of any one position in this class.)

Provides nutrition counseling as a member of multi-disciplinary team to design public health care and disease intervention programs and strategies for clients and the community.

Coordinates identification public health nutrition education needs with community leaders and organizations.

Plans and conducts public awareness and educational programs. Participates in health fairs and other health education promotional efforts. Educates community leaders regarding nutrition, chronic disease and related complications.

Recruits organizations for wellness programs. Develops program forms, policies and procedures. Provides health screenings.

Develops nutrition education programs and materials.

Interviews clients to determine eligibility for nutrition program(s).

Creates nutrition intervention program to promote health diets.

Collect information on existing nutrition resources in community. Develops operational plan based on needs assessment.

Plans, implements and supports evaluation of chronic disease Program grants and services.

Performs other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

Data Utilization:

Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.

Human Interaction:

Requires the ability to provide paraprofessional level care, such as nutrition counseling. Requires the ability to persuade, convince, influence, train and monitor, in favor of a desired outcome.

Equipment, Machinery, Tools and Materials Use:

Requires the ability to operate a variety of office equipment such as computer terminal, typewriter, telephone, fax machine, calculator/adding machine, computer printer slide projector, laminator and photocopier.

Verbal Aptitude:

Requires the ability to utilize a variety of advisory data and information such as purchase orders, invoices, activity reports, nutrition program promotional materials, operations plans, diet manuals, handbooks, health organizational manuals, procedures, guidelines and non-routine correspondence.

Mathematical Aptitude:

Requires the ability to perform addition, subtraction, multiplication and division; calculate percentages and decimals.

Functional Reasoning:

Requires the ability to apply principles of rational systems. Ability to interpret instructions furnished in written, oral, diagrammatic or schedule form. Ability to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objective.

Situational Reasoning:

Requires the ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against sensory, judgmental and/or subjective criteria, as opposed to criteria that are clearly measurable or verifiable.

Environmental Factors:

Tasks are regularly performed in safe and comfortable surroundings without exposure to adverse environmental conditions.

Physical Requirements:

Tasks involve the ability to exert very moderate physical effort in light work, typically involving some combination of stooping, kneeling, crouching and crawling, and lifting, carrying, pushing and pulling objects and materials of moderate weight, twelve to twenty pounds.

Sensory Requirements:

Requires the ability to recognize and identify degrees of similarities or differences between characteristics of shapes and sounds to clearly distinguish objects and communicate with others.

The City of St. Louis is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City of St. Louis will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the City.

EDUCATION AND EXPERIENCE STATEMENT:

Bachelor's degree in Nutrition or related field with three to five years nutrition program experience, or any combination of education and experience that provides equivalent knowledge, skills and abilities.

SPECIAL REQUIREMENTS:

Nutritionist certification.