

WIC Nutritionist Job Posting

Framingham/Waltham WIC Program

Full-time, 35 hours per week

SMOC (South Middlesex Opportunity Council), headquartered in Framingham, MA, is a multi-service organization that works in the community organizing resources for social change and economic independence. SMOC believes in work/life balance and offers competitive salaries and outstanding benefits including major medical and dental, long-term disability and life insurance, 403b retirement plan, tuition assistance and remission, 12 paid holidays per year, paid sick time, paid bereavement time and generous accrued paid vacation time.

WIC Nutritionist Position Summary

Responsible for providing nutrition services to low and high-risk applicants and participants, as well as assisting with quality assurance activities and general office duties.

Primary Responsibilities

- Provide nutrition care for low and high-risk participants at (re)certification and follow-up, including documentation, data entry and referrals
- Participate in general office duties
- Assist Senior Nutritionist in training paraprofessional WIC staff and CPAs
- Participate in quality assurance activities
- Communicate with health care community on issues pertaining to participant needs
- Travel to multiple WIC sites
- Receive training and attend appropriate in-services to enhance competency and earn CEUs
- Maintain confidentiality of client, employee and agency information in accordance with federal and state laws and funder requirements
- Ensure compliance with program, department, agency and/or funder requirements as well as SMOC policies & procedures
- Other duties as assigned

Knowledge and Skill Requirements

- Bachelor's degree in public health nutrition, nutrition, food & nutrition or nutrition education
- One-year experience in community or clinical nutrition preferred
- Fluency in spoken and written English
- Bi-lingual English/Spanish or English/Portuguese preferred
- Availability to work during morning, evening and Saturday hours
- Reliable, daily means of transportation to and from multiple WIC sites
- Excellent communication, interpersonal and customer service skills
- Well-organized, systematic, team-work approach to work
- Good computer skills
- Sensitivity to the needs of the WIC Participant population

Interested Applicants

Please apply on the SMOC Website:

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=fc885624-2a2d-468f-be29-6f43fedd2c45&cclid=19000101_000001&type=MP&lang=en_US