



## POSITION VACANCY ANNOUNCEMENT

July 27, 2015

**Closing Date: July 31, 2015**

(Position will close after five working days from date of listing or until filled.  
Application review will begin on August 3, 2015).

**Title: NUTRITIONIST CONSULTANT**

**Position Number: 2208-2748**

**Grade: C121**

**Child Nutrition**

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### **DUTIES:**

This position will work under the general supervision of the Child Nutrition Unit Program Support Manager and provide service to schools through technical assistance, monitoring and training in all areas of the Child Nutrition program. Approves policy statement/agreement between School Food Authority and state agency; conducts menu analysis to comply with federal regulations; develops, selects and evaluates program curricula by researching and writing course content guides and supervising a committee in writing curricula.

### **SPECIAL REQUIREMENTS:**

Successful applicant must possess the formal education equivalent of a bachelor's degree in nutrition science or a related field; plus four years of work-related experience. Registered as a dietician or dietician nutritionist by the Commission on Dietetic Registration and licensed or eligible for licensure as a dietician by the Arkansas Dietetics Licensing Board in accordance with ACA 17-83-301; frequent overnight travel and frequent extended hours required; requires occasional lifting of heavy materials.

### **SPECIAL APPLICATION INFORMATION:**

Only completed application with work history will be accepted. The work history section of the application must be completed. We do not accept resumes in lieu of completing this section.

### **MINIMUM QUALIFICATIONS:**

The formal education equivalent of a bachelor's degree in nutrition science or a related field; plus four years of work-related experience.

### **CERTIFICATES, LICENSES, REGISTRATIONS:**

Licensed as a dietician or dietician nutritionist by the Arkansas Dietetics Licensing Board in accordance with ACA 17-83-301. Additional requirements determined by the agency for recruiting purposes require review and approval by the Office of Personnel Management. Other job related education and/or experience may be substituted for all or part of these basic requirements, except for certification or licensure requirements, upon approval of the qualifications review committee.

### **PROCEDURE FOR APPLICATION:**

Applicants must complete the Application for State Employment. Resumes may accompany, but will not replace the application. Application returns and requests must be directed to the Arkansas Department of Education (ADE), Human Resources Office, Room 106-A, Four Capitol Mall, Little Rock, Arkansas 72201-1019, (501) 682-2744. Visit our website at [ArkansasEd.org](http://ArkansasEd.org) or <http://www.arstatejobs.com>. To make a call using the Arkansas Relay Service, dial 1-800-285-1121 (Voice) or 1-800-285-1131 (TDD) and for customer service, dial 1-800-285-7192 (V/TDD). Applications will be subject to inspection under the Arkansas Freedom of Information Act.

The Arkansas Department of Education is an Equal Opportunity/Affirmative Action Employer. All applicants will receive equal consideration without regard to race, religion, color, national origin, gender, sexual orientation, political affiliation, age, disability or any other non-merit factor. Qualified applicants with disabilities may request reasonable accommodation needed to participate in our application process.