



125 Corporate Place, Suite A, Vallejo, CA 94590 275 First Street, Woodland, CA 95695
 (707) 644-8909, www.ccyoso.org (530) 241-4081

Job Title:	Nutrition Educator	Job Category:	Human Services
Department/ Group:	Family Assistance	Travel Required:	Yes
Location:	Vallejo, Solano County	Reports To:	Programs Director
Position Type:	Part Time, Non-Exempt, 28 hrs/week	Salary	Commensurate with experience

Catholic Charities of Yolo-Solano (hereinafter “CCYS”) provides supportive services to low-income individuals and families in the counties of Yolo and Solano. We are seeking an organized, self-motivated individual to serve as our Nutrition Educator.

NOTE: Not all unique aspects of the job are covered by this job description

Job Description

Catholic Charities Yolo-Solano (CCYS) is seeking a part time Nutrition Educator for its Vallejo office. This position supports CCYS’s mission by providing nutrition education to our clients so that they are able to live healthy lives by making healthy food choices.

The Nutrition Educator is part of the Family Assistance team and reports to the Programs Director.

Core Duties

1. Provides direct nutrition education to SNAP-Ed participants according to scope of work, using approved curricula to plan and conduct:
 - a. Weekly presentations of CCYS food program offerings & nutrition information
 - b. Weekly classes with food demonstrations at CCYS, Parishes and Community Partners
 - c. Monthly classes with Older Adults at Senior Communities
 - d. One-on-one general nutrition information sessions with food program clients
2. Partners with food assistance and CalFresh programs at CCYS
 - a. Assist with weekly food pick-up, storage, and distribution when needed
 - b. Monitor and maintain the Nutrition Pantry Program
 - c. Coordinates and attends outreach/promotion events at various community sites such as Education Centers, Grocery Stores, and Food Distribution Sites.
 - d. Distributes linguistically & culturally appropriate nutrition education materials
 - e. Supports CCYS program data reporting

3. Collaborates with County and State-level SNAP-Ed Partners
 - a. Attends relevant trainings, community promotional events & coalition meetings
 - b. Updates and aligns educational offerings with County Integrated Workplan
 - c. Tracks and reports program data as required by the grant guidelines through PEARS

Other duties as assigned

Core Competencies

- Demonstrate a fundamental respect for the dignity of others.
- Understands and values quality improvement, able to effectively address overlapping projects and deadlines. Adaptable and reliable in the face of conflict, crisis, or changing priorities
- A demonstrated commitment to diversity and inclusion, valuing a diversity of perspectives and encouraging contributions by all team members
- High analytical abilities to process large amounts of data from multiple sources
- Ability to prioritize across multiple types of work and coordinate the work of others
- Be a proven team builder
- Ability to network and interact internally and externally
- Experience serving clients from many different cultures

Education/Experience

Bachelor's degree and 4 years of relevant experience; or a combination of education and relevant experience

Qualities/Skills

- Bachelor's Degree in Nutrition, Public Health, or a related field
- Excellent written and oral communication and presentation skills
- Proficient in technology, computer operation, word processing and spreadsheets, specifically using Microsoft Office Suite, and/or Google G-Suite
- Able to safely lift up to 50 lbs
- Bilingual (Spanish or Tagalog) preferred
- Reliable Transportation, Valid CA Driver's License & Insurance
- Demonstrate high ethical standards and a personal commitment to the work of the Catholic Church.

Applicants must submit resume, cover letter, Diocese of Sacramento Pre-Employment Applications (found here: [Pre-Application Statement and Questionnaire and Employment Application](#) which should include three professional references) to Cecilia Flores at: cmflores@ccyoso.org.

No Phone calls please

Position is open until filled