

JOB ANNOUNCEMENT

Health & Nutrition Manager (\$55,000-\$65,000)

Working to make a difference since 1972, **La Casa de Don Pedro** has been building healthier communities, empowering tomorrow's citizens, educating vulnerable children, and ensuring families receive the support they need, no matter what they face.

DESCRIPTION:

Are you interested in a **full-time** position with a generous benefits package? If so, look no further!

We're currently searching for someone who **is passionate about improving the health and safety of children and their families, is the voice to advocate for young children, loves to serve the Newark community**, and is able to work at our **221 Broad Street New** location.

Apply now so you can become part of our ever growing organization.

KEY DUTIES:

- Develops written health, environmental safety, sanitation, food service and emergency policies and procedures that are acceptable and approved in compliance with local and state regulations, and as appropriate in coordination with the Division Director, consultants, staff, policy council, and the Executive Director.
- Ensures compliance with Head Start performance standards as well as other local, state and federal regulations so that health, safety and nutrition standards are met.
- Monitors and follows up on the health and nutrition status of children in the services systems and outcomes to ensure high quality and individualized services are delivered for children and families consistent with the program requirements.
- Build alliances with community health and nutrition stakeholders to in order to create interagency linkages that meet the needs of the children and their families.
- Provides training and technical assistance to staff based on assessment of health, safety and nutrition service area needs.
- Has primary responsibility for the content, operation and oversight of the food services program with the supervision of the Health and Food Services Staff.

La Casa de Don Pedro is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, gender identity, sexual orientation, pregnancy, status as a parent, national origin, age, disability (physical or mental), family medical history or genetic information, political affiliation, military service, non-merit based factors, or any other characteristic protected by law.

To learn more about our organization, please visit our website: www.lacasanwk.org

HOW TO APPLY:

Email your cover letter and resume to

Ecdrecruiting@lacasanwk.org

Only candidates being considered for an interview will be contacted

QUALIFICATIONS:

Bachelor's and or Master's Degree in Health and Nutrition or related field

Minimum of 5 years of supervisory experience

Excellent communication/writing skills

Experience working in Head Start organization with children ages 0-5 years old

SCHEDULE:

Monday – Friday

8:30 am – 4:30 pm

Schedule may vary accordingly to meet division's needs