

VERMONT AGENCY OF EDUCATION POSITION POSTING HUMAN RESOURCES UNIT

Job: Education Child Nutrition Consultant

Position Number: 770018

Posting Number: 621630

Division: Child Nutrition

Status: Open and Competitive

Pay Grade: 23

Application Deadline: July 19, 2017

To apply on line:

1) Go to the Department of Human Resources Website (DHR)

<http://humanresources.vermont.gov/careers>) – or when you go to the DHR website, click on “Job Seekers.”

- **First time users of VTHR Recruitment:** Select the option for “Current Employees”. Review the UPK (User Productivity Kit) to view the new application process. You may need to open the list of UPK’s by clicking on the plus sign in front of the title “Self Service” Or review the video in the center of the page.

2) Log in to VTHR.

3) Select Main Menu> Self Service> Recruiting Activities> Careers

4) The most recent postings will populate. To search for additional postings click on “Job Search” then select your search criteria.

When the list comes up you can either:

- Select the job posting you are interested in by clicking the “Select” box then click “Apply Now”. This will bring you to the online job application.

Or

- See job information by clicking on the job title. This will bring to you the job posting where you can apply by clicking the “Apply Now” button.

General Information

This position, **Education Child Nutrition Consultant (Job Opening #621630)**, is open to all State employees and external applicants.

Hourly rates within the Classified Bargaining Unit Pay Plan will change effective July 9, 2017. At that time, the starting rate (Step 1) for this job opening will be \$23.04 per hour.

If you would like more information about this position, please contact Laurie Colgan by email to laurie.colgan@vermont.gov or by telephone to 802/479-1187.

Please note that multiple positions in the same work location may be filled from this job posting.

Resumes will not be accepted via e-mail. You must apply online to be considered.

Overview

The Child Nutrition Programs Consultant will work as part of a team responsible for working with school food authorities to assist with the implementation of Child Nutrition Programs for their school meals. A considerable amount of the time will be spent conducting monitoring and providing technical assistance to school food service programs. Consultants are responsible for conducting training for school food service program through workshops, webinars, and one-to-one sessions as practicable. Extensive in-state travel is required, along with some out-of-state trips for additional training.

The ideal candidate will have experience with federal child nutrition programs and/or school food service, experience working with complex federal regulations, some accounting knowledge, be attentive to details, and working knowledge of Microsoft Office.

To read the full job specification for this position please visit the [DHR Job Specifications](#) page.

Minimum Qualifications

EDUCATION AND EXPERIENCE:

Bachelor's degree AND four (4) years or more of professional level work experience in child nutrition programs.

OR

Associate's degree or higher in culinary arts AND four (4) years or more of professional level work in the field of child nutrition programs or food service management.

OR

Master's degree in food and nutrition, dietetics, or food service management.

Note: Some positions may have certification requirements or other special requirements

SPECIAL REQUIREMENTS:

n/a

Total Compensation

As a State employee you are offered a great career opportunity, but it's more than a paycheck. The State's total compensation package features an outstanding set of employee benefits that are worth about 30% of your total compensation, including:

- 80% State paid medical premium
- Dental Plan at no cost for employees and their families
- Flexible Spending healthcare and childcare reimbursement accounts
- Two ways to save for your retirement: A State defined benefit pension plan and a deferred compensation 457(b) plan
- Work/Life balance: Flexible schedules, 11 paid holidays each year and a generous leave plan
- Low cost group life insurance
- Tuition Reimbursement
- Incentive-based Wellness Program
- Qualified Employer for Public Service Student Loan Forgiveness Program

Want the specifics? Explore the [Benefits of State Employment](#) on our website.

Submission of Application

Should you submit an application for this job opening, you certify that all information entered is correct and complete to the best of your knowledge. By submitting an application, you acknowledge and understand that the State of Vermont may verify information, and that untruthful or misleading answers are cause for rejection of this application, and/or dismissal if employed with the State of Vermont.

Equal Employment Opportunity

The State of Vermont is an Equal Opportunity Employer. Applications from women, individuals with disabilities, veterans, and people from diverse cultural backgrounds are encouraged.
