



Job Description – Nutritional Care Specialist

Organization Type: Nonprofit

Program: The Lampstand's Residential Program, The Lampstand

Position Type: Part-Time

Department: Residential

Direct Report: Direct Care Coordinator

Location: Greater Roanoke Valley Area, not remote

Hours: 10 hrs/week

Benefits: No benefits are offered at this time

Travel Requirements: Moderate

Driving Requirements: Must have access to reliable transportation

Physical Requirements: Must have the ability to administer physical restraints

Education & Experience: A bachelor's degree in **nutrition** or a closely related field from a regionally accredited university with a supervised clinical experience approved by the Commission on Dietetic Registration.

Job Responsibilities

Responsibilities include but are not limited to the following:

- Document nutritional needs, goals, and progress of participants as well as making referrals as necessary
- Update participant's file monthly regarding nutrition plan
- Implement program objectives and performance standards as directed by management
- Respond appropriately to crisis situations
- Assists in creating a welcoming shelter environment
- Confer with the residential care staff to help them understand the participant's needs in order to promote adjustment to group living
- Utilize appropriate community resources to provide services and maintain contact with such resources
- Help the participant strengthen her capacity to function productively in her relationship with food and wellness
- Helping the participant and the parents or legal guardian to understand the effects on the participant of separation from the family and the effect of group living;
- Maintain confidentiality of information and protect anonymity in survivor relationships
- Coordinate adherence to participant nutrition plans with Food Service Manager
- Oversee kitchen is kept to cleanliness standards to FDA requirements by the Food Service Manager
- Sign off on menus to ensure they are kept to the U.S. dietary guidelines
- Collect data and complete monthly & quarterly reports
- Regular and predictable attendance
- Establish and maintain community partnerships with other agencies
- Participate effectively as a team member through communication, cooperation, information sharing and problem solving



- Participate in staff trainings and programs as required
- Any other tasks or duties as assigned
- Follow the budget as set by the Director
- Maintain healthy boundaries with participants

Develop and Model Healthy Living for Volunteers and Staff:

- Maintain an active and growing relationship with Jesus
- Speak the truth in love
- Lead by example in modeling a healthy lifestyle in body, soul, and spirit
- Develop intentional connections with the program participants and staff members
- Represent Street Ransom in a positive and professional way to the general public
- Provide direction and encouragement to volunteers
- Maintain a flexible & positive attitude

Qualifications:

- Highly preferred fluent in Spanish & English
- The ability to function independently and maintain self-sufficiency with minimal supervision
- Good interpersonal communication skills, flexibility, and willingness to shift priorities as needed
- Ability to interact effectively as a team member and independently with shelter staff and participants
- Satisfactory preliminary criminal history background check and clean motor vehicle record determination as required by law
- A personal history of never having been shown by credible evidence (such as a decision of a court or jury, or a department investigation or other reliable evidence) to have abused, neglected, sexually exploited, or deprived a child or adult or to have subjected any person to serious injury as a result of intentional or grossly serious injury
- Documentation of at least two professional, educational, or personal references that attest to the person's capability of performing the duties of the position and to the person's suitability of working with or around children

Skills/Character Qualifications:

- Reliable
- Driven
- Team-oriented