



About the Position: The Mississippi State Department of Health, WIC Program, is seeking to fill a Nutritionist Supervisor vacancy.

Job Responsibilities: The Nutritionist Supervisor provides oversight, training, and technical assistance for WIC clinic operations in accordance with USDA, FNS and MSDH protocol. This position will supervise Nutrition Services Department staff, develop project deliverables, manage and participate in project planning and measuring outcomes and provide technical support for WIC nutrition staff. Develops training materials, coordinates updating the WIC State Plan, Policy and Procedure Manual, and other nutrition related processes. Provides daily assistance and support to all WIC field staff, participants, internal and external partners regarding nutrition services.

To be Successful: Must be detail-orientation with excellent organizational skills, strong interpersonal and decision-making skills, and strong verbal and written communications skills. Must be able to multitask, adapt to situations quickly and effectively and be a team player. Must have excellent computer skills, including intermediate or advanced knowledge of Microsoft Word, Excel, PowerPoint, Publisher, Teams, and Zoom. Must have reliable transportation and the ability to travel.

Salary Range: \$47,425.15 - \$64,735.33

Schedule: 40 hours/week

Location(s): Ridgeland, MS

Preferred Qualifications: Requires an RD license and a Bachelor of Science degree in a relevant discipline and 4-6 years of experience as a Nutritionist.

Reference Job Action #: 15622

How to Apply: Interested applicants should submit: 1.) Cover letter indicating the location(s) for which he/she is applying; 2.) State of Mississippi Employment Application and/or résumé through [MSDH Online Application](#).

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