



Looking for Work That Matters?

We're Hiring! Join Our Team.

We are Accepting Applications for the Following Position: **Nutritionist (10171)**

Founded in the 1920s and headquartered in Decatur, GA, DeKalb Public Health (DKPH) works to protect, promote and improve the health and well-being of all DeKalb County residents.

Our vision is for a healthier DeKalb where all residents have equitable access to public health resources and live healthy lives. If you have a passion for people and are looking to make an impact on the health of the community, we invite you to join our team! For more information about our agency please visit dekalbpublichealth.com.

POSTING DATE: 12/04/2025

APPLICATION DEADLINE: 1/04/2026

EXCEPTIONAL BENEFITS INCLUDE:

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| ▪ 13 Paid Holidays | ▪ Pension Plan | ▪ Worksite Wellness |
| ▪ 3 Weeks Annual Leave | ▪ Employer 401K Match | ▪ Diverse Workforce |
| ▪ 3 Weeks Sick Leave | ▪ Payroll Deductible Health Benefits | ▪ Opportunities for Growth |
| ▪ Flexible Schedules within our core working hours of M-F 8:15am-5pm | ▪ Payroll Deductible Flex Benefits | ▪ Hybrid teleworking option for eligible positions after probation |
| | ▪ Flexible Spending Accounts | |

LOCATION: North Health Center

DIVISION/DEPARTMENT: Community Health – MCH

SALARY INFORMATION: \$45,125.06 Annually / Pay Grade I / Job Code HCP021

DUTIES: Under general technical and administrative direction of the senior Nutritionist, works independently in a variety of community locations and health centers. Performs work of above average difficulty requiring professional judgment in the nutritional assessment, counseling, education and management of patients receiving health services from the DeKalb County Board of Health.

1. Assessing, Applying, Counseling and Proving Activities:

- a. Assess individual nutritional status and intervention needs by evaluating laboratory values, growth patterns, dietary, medical histories and socioeconomic status of patients in health department services.
- b. Studies and applies federal and state regulations in determining eligibility and providing required nutrition services for participants in the WIC Supplemental Food and Nutrition Program.
- c. Counsels patients in the WIC Program and other Board of Health areas; maternal child health, and women's health programs, regarding nutritional requirements appropriate to physiological needs.
- d. Provides referral to other health department services and other public and private agencies as indicated by the assessment process.



2. Monitors WIC clinics using the State WIC Unit Administrative Review Form. Completes review of one clinic per month. Document results of the review for the WIC Coordinator.
3. Identifies and manages through individual counseling those WIC patients requiring intensive treatment and ongoing management for complex nutrition related problems such as growth retardation, food allergies, formula intolerance, iron deficiency, inborn errors of metabolism. Provides nutrition counseling and management services to other patients identified or referred with such problems as obesity, diabetes, hypertension, and anemia. Provides nutritional consultation to other health team members working with patients with these complex nutritional problems.
4. Plans and implements group patient nutrition education activities in Board of Health clinics and programs and in other community agencies on topics including nutritional needs for good health, economical food purchasing, food preparation and menu planning.
5. Plans and conducts in-service education programs for Board of Health staff members including WIC clerical team, public health nurses and for staff members in other community agencies such as Cooperative Extension Services, Department of Family and Children Services and others.
6. Selects and/or develops and prepares nutrition education materials for Board of Health patients and staff, staff of other community agencies and the general public. Works with mass media, including radio, television, newspapers, to promote accurate nutrition information for the public.
7. Documents activities.
 - a. Documents individual nutrition counseling in patient's medical record using the SOAP format.
 - b. Records group nutrition education according to established procedures.
 - c. Prepare monthly reports of activities accomplished.
8. Monitors effectiveness of Board of Health nutrition programs by activities such as performing internal audits of patient records, administering questionnaires to patients, making site visits to WIC Vendor (s),
9. According to established procedures makes and receives referrals for services involving other community agencies.
10. Collects data necessary to evaluate nutrition program needs in DeKalb County.
11. Perform other related duties as assigned by supervisor.

MINIMUM QUALIFICATIONS: Bachelor's degree in dietetics, human nutrition, foods and nutrition, nutrition education, food systems management, or a closely related field from an accredited college or university, verification statement of completion of a didactic program accredited by The Academy of Nutrition & Dietetics and two (2) years of job-related experience providing nutrition care to groups and individuals

OR



Two (2) years of experience at the lower level Dietitian/Nutritionist 1 (HCP020) or position equivalent.

NOTE: Thank you for your interest in DKPH. Due to the volume of applications, we are unable to provide application status by phone or email. All qualified candidates will be considered but may not necessarily receive an interview.

Selected applicants will be contacted for next steps. Applicants who are not selected will not receive notification. We have the right to close any position at any time for any reason.

Employment with DeKalb Public Health is not complete or official until applicants meet all pre-employment requirements. Requirements for this position may be subject to: Pre-Employment Drug Screening, Criminal Background Check/Fingerprinting, Previous Employment Reference Check, Specific Immunizations, Motor vehicle check, and/or Education and/or Licensure verification.

ALL APPLICANTS MUST APPLY FOR THIS POSITION & COMPLETE APPLICATION IN: "Career Opportunities" at [Job Opportunities | Locations: dekalb county | Sorted by Posting Date descending | JOB OPPORTUNITIES \(governmentjobs.com\)](#) If you require accommodations under the American Disability Act (ADA), email request by the closing date of this announcement to: jannise.gray1@dph.ga.gov.

DEKALB PUBLIC HEALTH IS AN EQUAL OPPORTUNITY EMPLOYER.