



HEAD START HEALTH/NUTRITION SPECIALIST

The SACRAMENTO EMPLOYMENT & TRAINING AGENCY (SETA), a joint powers agency of the City and County of Sacramento, was formed in 1978. From its inception SETA has been an effective force in connecting people to jobs, business owners to quality employees, education and nutrition to children, assistance to refugees, and hope to many Sacramento area residents. For additional information please visit us at www.seta.net.



We are looking for a Head Start Health/Nutrition Specialist to provide a variety of staff support for the health and nutrition components of the Head Start Program operated by the Sacramento Employment and Training Agency. Responsibilities include program development, training, and monitoring.

Position Summary: Under general direction, provides leadership and direction for the health and nutrition components of the Head Start Program operated by the Sacramento Employment and Training Agency; provides training and technical assistance to Head Start staff and parents; and assists with health and nutrition program monitoring and evaluation.



Starting Salary: \$19.98 per hour

Benefits:

Medical Benefits (6 plans to choose from)

Dental Benefits

Life Insurance

Vision Insurance

Educational Reimbursement: up to \$1500 annually

Access to the Public Employee Student Loan Forgiveness Program

Paid Jury Duty

Pension (mandatory contribution required)

Retirement Health Savings Accounts, 457 and 401A plans

Paid Holidays

Paid Vacation

Paid Sick Leave

Regional Transit Monthly Pass Reimbursement

Minimum Qualifications:

Any combination of training and experience which would likely provide the required knowledges and abilities is qualifying. A typical way to obtain these knowledges and abilities would be:

- I. At least one (1) year of group experience dealing with the health and nutrition problems of young children and their families.

SPECIAL REQUIREMENTS:

Possession of, or ability to obtain, a valid Class C California Driver's License is required. A good driving record of at least three (3) years duration, as evidenced by freedom from multiple or serious traffic violations or accidents, is required.

HOW TO APPLY:

This is an OPEN examination. Open to the public, current employees, and employees eligible for transfer or voluntary demotion. A completed SETA application or transfer from must be submitted by the deadline date using the online application which can be found at <https://laserfiche.seta.net/Forms/app>.

Upon job offer individuals will be required to complete a pre-employment health screening, TB test, motor vehicle record check, and background check, and provide copies of immunization records for MMR, TDAP and flu (or flu waiver).

POSTING DATE: Monday, May 14, 2018

FINAL FILING DATE: Friday, May 25, 2018 by 5 p.m.

SETA will not accept applications electronically submitted after the 5 p.m. deadline. Auxiliary aids and services are available upon request to individuals with disabilities.

SETA is an Equal Opportunity Employer

