



NEW: Submitted:
07/01/2020 03/19/2020

JOB TITLE:	TRAINER NUTRITION SERVICES
DIVISION	OPERATIONS SERVICES
SALARY SCHEDULE/GRADE:	IB, GRADE 4
WORK YEAR:	187 DAYS
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8087
BARGAINING UNIT:	CLAG

SCOPE OF RESPONSIBILITIES

Provides training in all areas of program operation to school based nutrition service staff members to ensure that federal, state and local procedures and policies are strictly adhered to; supervises and seeks to improve food service staff performance; communicates with central office administrators about needed operational revisions; and supervises and participates in food preparation and service in the absence of experienced management staff. Performs all duties and responsibilities in an ethical and professional manner.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Provides training to staff on maintaining a financially sound operation including optimum use of all resources and implementation of all department policies and procedures

Monitors and communicates employee training needs with central office administrators

Conducts training with staff that positively impacts foodservice operations and meets local, state and federal requirements

Provides leadership to school nutrition staff that promotes team effectiveness and productivity

Participates in all scheduled professional development training to meet local, state and federal training requirements

Implements customer service techniques and pilot projects to promote satisfaction and increase program participation

Supervises and participates in meal preparation and service when experienced managerial staff are not available

Follows district policies related to equipment operation, safety, and maintenance practices

Follows federal, state and local guidelines and regulations for addressing special dietary needs in the school nutrition program

Performs other duties as assigned by the designated supervisor

PHYSICAL DEMANDS

The work is performed while standing or walking. The work requires the use of hands for simple grasping, pushing and pulling of arm controls, and fine manipulations. The work at times requires bending, squatting, climbing, reaching, with the ability to lift, carry, push or pull medium weights. The work requires activities involving being around moving machinery, exposure to marked changes in temperature and humidity, and exposure to dust, fumes and gases

MINIMUM QUALIFICATIONS

High School Diploma or G.E.D.

Successful food service experience, preferably in USDA National School Lunch and Breakfast Programs

Complete Kentucky Department of Education certification as a food service employee within 40 days of employment.

Valid driver's license

Effective communication skills

DESIRABLE QUALIFICATIONS
Successful experience in Jefferson County School and Community Nutrition Services operation
Louisville Department of Public Health and Wellness food safety certification.
School Nutrition Association (SNA) Certificate or Credential
Experience in a diverse workplace
FOOTNOTE
This position is categorically funded and re-employment is subject to periodic review based on availability of funds and continued need for the project.