



DIETICIAN / NUTRITIONIST

General Circular No. P40 / 2115-7640

Place of work:	Nutrition and Food Services
Status:	80% Regular position
Hourly Rate:	\$26.22 to \$43.49
Start Date:	Immediate
Immediate Superior:	Director, School Organization

Nature of the Work

The position of dietician/nutritionist encompasses, in particular, responsibility for planning, developing and conducting activities related to the school board's food policy and nutrition and healthy eating programs. The dietician/nutritionist provides advice on nutrition and the proper feeding of the school population, develops pertinent documentation and prepares and applies quality standards for the food services offered in educational institutions

Main tasks and responsibilities

- Participates in preparing the school board's food policy; ensures compliance with the policy and the administrative requirements of the school board as well as the hygiene and safety standards for food services.
- Identifies and studies the needs of the school population in the area of nutrition; develops information and education programs and tools on nutrition for students, parents and staff; develops, coordinates and conducts information, education and awareness-building activities on nutrition.
- Prepares menus, while taking into account the specific needs of the varied school population and the needs in nutrients required to support maximum growth.
- Oversees the operation of cafeterias, coordinates and supervises the work of employees assigned to cafeterias under the jurisdiction of the school board
- Advises the school board on the ways to set up and operate its kitchens and dining rooms, on the purchase of equipment and food and on the qualifications required of food services staff and takes part in preparing and monitoring the budgets related to the activities in their sector.
- Participates in drawing up nutrition assistance programs, oversees the implementation and monitors them and acts as resource person for school staff and deals with suppliers, caterers and representatives of other organizations.

Requirements and Qualifications

- Member of the **Ordre des diététistes-nutritionnistes** du Québec or in the process of applying for membership
- Excellent language skills both oral and written
- Excellent communications and interpersonal skills
- High level of empathy, care and sensitivity to the needs of the students

To view the job description as outlined in the classification plan [click here](#)
or visit their website <http://cpn.gouv.qc.ca/en/cpnca/classification-plans/>

Interested candidates should send their letter of interest and curriculum vitae to jobs@emsb.qc.ca
to the attention of Ms. Ann Watson, Director of the Human Resources Department,
by Tuesday June 20, 2023

Please refer to the circular number in your letter of application.

The masculine gender was used in this posting to facilitate the reading.

The English Montreal School Board has implemented an Equal Access Employment Program in accordance with the Act respecting equal access to employment in public bodies and encourages applications from women, members of visible and ethnic minorities, aboriginal and handicapped peoples.