



Nutrition Aide
General Job Description

Description

The Nutrition Aide reports to the Nutrition Coordinator and is responsible for the preparation of program meals for delivery to congregate meal sites and home-delivered meal recipients.

Education/Experience

- Must have a high school diploma or equivalent (GED/HSED).
- Must have valid driver's license with a clean driving history.

Skills

- Ability to complete paperwork accurately and thoroughly.
- Ability to stand or sit for long periods of time
- Ability to lift 50lbs.
- Ability to communicate effectively and clearly with clients and coworkers.
- Ability to perform assessments.
- Ability to drive a vehicle.
- Ability to learn a route and follow directions.
- Ability to minimally interact with seniors in their homes while delivering meals.

Duties and Responsibilities

Listed below are examples of duties and areas of responsibilities for this position. The listing below does not include all responsibilities or challenges that present themselves in this position.

- Ensure the meals are proportioned and delivered to standards.
- Assist with payments.
- Assist with deliveries and meal prep.
- Load and unload meals and coolers at the beginning and end of shifts.
- Ensure the proper delivery of meals to seniors in their homes.
- Ensure paperwork is completed thoroughly and submitted on time.
- Assist with other areas when needed.
- May fill-in for the Nutrition Specialist in their absence.