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| South Plains Food Bank, Inc  5605 MLK Blvd., Lubbock, TX. 79404  (806) 763-3003 / Fax: (806) 503-2789 |

**JOB DESCRIPTION**

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| **Position Title** | **Department** | **Reports to:** |
| PT Nutrition Educator | Community Impact | Nutrition Coordinator |

**Part-Time: 20—25 hours a week (flex time required)**

**Position Summary**: The Nutrition Educator is responsible for marketing the program, teaching classes, and adhering to grant requirements. The Nutrition Educator will collaborate with health and human services, community organizations, and other nutrition educators.

**Duties and Responsibilities**:

* Plan curriculum and food demonstrations. Set goals and collect and report required data regarding classroom program delivery.
* Teach/hold classes for the target populations.
* Market the SPFB Nutrition Education to expand program delivery to both children and adults eligible for the SNAP program.
* Transport all needed snacks, equipment, and supplies to the program sites and set up all class material and equipment in designated teaching area at the sites.
* Clean equipment used for classes after and prior to classes if needed.
* Know and understand annual USDA SNAP-Ed Guidance document
* Collaborate with health and human services organizations, universities, and other education related organizations in relation to community/child nutrition efforts.
* Performs other duties as assigned.

**Qualifications**:

* HS Diploma/GED
* Knowledge in Cooking
* Extremely organized and self-motivated.
* Food Safety Certification (will need to obtain ServSafe or similar certification).
* Knowledge of food safety best practices.
* Excellent written and communication skills specifically related to public speaking and teaching.
* Ability to be flexible while teaching and ability to regulate a room when needed are essential.
* Must have a valid Texas Driver’s License and acceptable driving record.
* Ability to work independently and with minimum supervision.
* Committed to the organizational mission of fighting hunger.
* Must pass Background Check