



# Public Health - Dayton & Montgomery County

Reibold Building, 117 South Main Street, 2<sup>nd</sup> Floor, Dayton, Ohio 45422

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## POSITION AVAILABLE

**Position:** WIC Program Breastfeeding Supervisor  
(Women, Infant and Children)

**Department:** WIC - Women, Infant and Children

**Office:** Health Promotion

**Posting Date:** September 22, 2021

**Hours:** Full-time, M - F 8 am - 4:30 pm

**Starting Salary: B31/1:** \$23.50/hour - \$25.70/hour

\$48,880.00 – \$53,456.00 /annual

*\*Salary Commensurate with Relevant Work Experience*

### **Minimum Qualifications:**

One of the following Dietetics or Nutrition Degrees, certifications, and work experience:

- An Associate Degree with active certification as a Dietetic Technician (DTR) and a minimum of 5 years of work experience OR
- A Bachelor's Degree with 5 years of work experience as a Registered Dietitian AND
- 5 years of supervisory experience in the capacity of a Registered Dietetic Technician (DTR), Licensed Dietician (LD), Registered Nurse (RD), AND
- One of the following certifications below:
  - International Board-Certified Lactation Consultant (IBCLC) OR
  - Currently able to sit for the International Board of Lactation Consultant Examiners (IBCLE) OR
  - Completed Certified Lactation Counselor (CLC), Lactation Specialist (CLS), or other WIC approved training of at least 30 course hours.
- Proficient Experience with computer applications/software, including MS Office
- Experience in program management; and has at minimum one year of experience in counseling breastfeeding women
- Strong communication and computer skills, must be detail-oriented, excellent organizational and problem-solving skills
- Current valid Ohio driver's license & access to a motor vehicle

### **Preferred Qualifications:**

- Bilingual in Spanish desired, but not required.
- Current WIC clinic experience

### **Responsibilities include but not limited to:**

- Manage, Supervise and coordinates activities of the WIC breastfeeding support staff including Lactation Consultants and Breastfeeding Peer Helpers; Oversee their attendance. Assign work and evaluates work performance; Assures adequate training and development of staff; Provides orientation and job training for new employees; Interviews job applicants and makes recommendations.
- Complete local training and train, mentor and provide feedback to the breastfeeding peer helpers and attend meetings related to local policies; and train WIC staff on breastfeeding promotion, support, and problem solving. Educate supervisory staff regarding State policy. Complete ongoing training necessary for certification and State WIC policy and to keep current with updated information; Compile and prepare state of Ohio quarterly Breastfeeding reports; Plan and/or execute WIC breastfeeding community outreach. Attend local coalitions related to breastfeeding.
- Track, order, distribute the State of Ohio WIC pump inventory, local breastfeeding equipment, Breastfeeding participants handouts. Compare Pump ID numbers on tracking logs, fill orders for other materials and equipment from clinic staff and outside agencies.
- Required to play an active role during a public health emergency, crisis, outbreak, incident or event in which the Health Commissioner deems additional personnel resources are warranted. This may include changes in responsibilities and working locations / hours.

### **PHDMC provides a quality, affordable and competitive benefits package to full time employees, including the following:**

- Health, Dental, Vision insurance
- Vacation, sick and personal leave paid holidays
- Membership with Ohio Public Employees Retirement Systems (OPERS)
- Eligibility to contribute to a Deferred Compensation Program

### **How to apply:** Complete the application on our website: [www.phdmc.org/about/employment-postings](http://www.phdmc.org/about/employment-postings)

Fax, email, or deliver the completed application and resume to Human Resources at:

Public Health – Dayton & Montgomery County

117 South Main Street, 2<sup>nd</sup> Floor

Dayton, Ohio 45422

[humanresources@phdmc.org](mailto:humanresources@phdmc.org)

Fax (937) 496-3070

**This is a Grant funded position and the Closing Date to Apply:** October 21, 2021 or until position is filled.

#### **Position is subject to a criminal background check**

Applicants who declare use of nicotine/tobacco in any form including replacement therapy products and prescription medications used to treat smoking addiction on the PHDMC Application for Employment or addendum thereto, shall not be considered for employment.

**PUBLIC HEALTH - DAYTON & MONTGOMERY COUNTY (PHDMC) IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, GENDER IDENTITY OR EXPRESSION, AGE, NATIONAL ORIGIN, DISABILITY, MILITARY STATUS, VETERAN STATUS, GENETIC TESTING, OR OTHER UNLAWFUL BIAS EXCEPT WHEN SUCH A FACTOR CONSTITUTES A BONA FIDE OCCUPATIONAL QUALIFICATION ("BFOQ").**