

Project Nutritionist – Competencies

COMPETENCY AREA	COMPETENCY DESCRIPTION	COMPETENCY PERFORMANCE	NOTES/RESOURCES
A. WIC PARTICIPANT CERTIFICATION	Ensure that anthropometric measurements are completed according to state policy.	<p>Assess equipment to assure specifications are met.</p> <p>Assess accuracy of anthropometric equipment.</p> <p>Ensure maintenance of anthropometric equipment.</p> <p>Ensure staff is trained in anthropometric measurements.</p> <p>Monitor staff for accurate and culturally appropriate anthropometric measurement.</p>	Policy: 3.12 Nutrition Risk Determination: Anthropometric Procedures
	Ensure that hematological measurements are collected according to state policy.	<p>Assess equipment to ensure specifications are met.</p> <p>Ensure accuracy of hematological equipment.</p> <p>Monitor staff for accurate and culturally appropriate hematological procedures.</p>	<p>Policy: 3.11 Nutrition Risk Determination: Hematological Procedures</p> <p>Policy: 11.6 WIC Equipment Purchase and Security</p>
	Ensure that health, diet, and breastfeeding assessments are completed according to WIC regulations, policies and initiatives.	<p>Monitor staff completing the health and diet assessment.</p> <p>Assess a pregnant woman’s intention to breastfeed and identify factors that affect breastfeeding success.</p> <p>Assess the breastfeeding mother and infant.</p>	<p>Policy: 3.10 Nutrition Education: General</p> <p>VENA Resources:</p>
	Ensure breastfeeding education and support is offered to participants.	<p>Implement project procedures for breastfeeding promotion, education, referrals, and support.</p> <p>Monitor breastfeeding education and support</p>	Policy: 3.40 Breastfeeding Plan

		activities.	
	Ensure food packages are determined per policy.	Monitor food package issuance. Promote enhanced food packages available to breastfeeding mothers and their infants.	Policy: 4.2 WIC Food List/Food Packages Overview
	Ensure that secondary education contacts address each participant's needs.	Implement project procedures for secondary education contacts. Monitor secondary education contacts. Identify the need for, or develop accurate, culturally appropriate nutrition and breastfeeding education materials. Ensure that secondary education is delivered in a learner – centered manner.	Policy: 3.30 Nutrition Education: General
	Ensure that referrals are made and documented for all participants according to state policy.	Develop project procedures for intra-agency and inter-agency referrals that meet state policy guidelines. Monitor referral activity.	Policy: 5.2 Programs/Services Available to WIC Participants
	Ensure nutrition care and breastfeeding documentation that meets state policies.	Monitor nutrition care and breastfeeding documentation.	Policy: 10.21 WIC Staff Requirements: Nutrition Staff ADA Nutrition Care Plan Policy: 3.30 General Policy: 3.10 Nutrition Assessment at Certification
B. NUTRITION SERVICES	Ensure current, evidence - based practices are used in providing nutrition services.	Monitor nutrition services to ensure evidence – based, culturally appropriate practices are used. Ensure the use of interpretation and translation services to communicate with participants with limited English proficiency.	ROSIE Help, Nutrition Risk Criteria and Guidelines Policy: 3.30 Nutrition Education: General Policy: 10.51 Attachment: Guidance on Interpreters and Translators

C. BREASTFEEDING	Ensure current, evidence - based practices are used in providing breastfeeding services.	Assist all staff in providing ongoing support for mothers to breastfeed. Implement project breastfeeding – related procedures for staff.	Policy: 3.42 Breastfeeding Peer Counseling
D. ADMINISTRATION	Coordinate Staff Development.	Coordinate orientation activities for new WIC staff. Assess staff development needs. Coordinate continuing education activities. Mentor bilingual paraprofessional staff as well as students. Use systematic communication processes to provide consistent messages to staff.	WIC Training Connection – Leadership and Management Resources