

## EMPLOYMENT OPPORTUNITY

### Registered Dietitian

Do you want to be part of an innovative organization making an impact upon the quality of life for vulnerable Yolo County seniors and others with mobility challenges? Is the “why” you do your job a priority in your career? Then you may be the hero we’re seeking to provide nourishing meals to aging adults countywide lacking the access and/or the ability to dependably prepare their own healthy meals.

#### **POSITION SUMMARY**

Meals on Wheels Yolo County (MOW Yolo) is seeking a Registered Dietitian to ensure our meals meet the highest nutritional standards and dietary needs, including specialized and medically tailored diets. Reporting to the Programs Director, this role works cross-departmentally with the Food Services and Programs departments to plan culturally inclusive menus, maintain food safety protocols, and provide nutrition education for staff and meal recipients. The Registered Dietitian also develops nutrition materials, mentors dietetic interns, and ensures compliance with regulatory guidelines. This position plays a key role in advancing MOW Yolo’s mission of supporting seniors through nutritious food security and social engagement. As a representative of MOW Yolo, the Registered Dietitian embodies our "Eat Well, Age Well" initiative to promote the health and well-being of Yolo County seniors.

#### **REGULAR WORK SCHEDULE**

Part-time position, up to 20 hours/week. Additional hours may be required during busy periods. While the core work schedule at MOW Yolo is Monday through Friday, 8:00 a.m. – 4:30 p.m., the duties for this position may be completed flexibly with supervisor approval in advance. As duties and circumstances dictate, the RD’s work may be completed either at a MOW Yolo location or remotely, although fieldwork countywide frequently is necessary.

#### **KEY RESPONSIBILITIES:**

- Develop and maintain comprehensive food safety protocols in accordance with regulatory guidelines, including Title 22, Article 6 Elderly Nutrition Program Regulations, and California Retail Food Code (Cal-Code).
- Prepare and submit nutrition reports to federal funders and community partners, ensuring accurate documentation.
- Plan and approve balanced, culturally appropriate menus that meet the nutritional needs of meal recipients, including specialized diets and medically tailored meals.
- Oversee the medically tailored meals program, ensuring meals meet the specific dietary needs of recipients with medical conditions, and develop educational materials to support their nutritional requirements.
- Conduct regular inspections of meal production facilities and dining sites to maintain food safety and address any issues promptly.
- Provide nutrition education and workshops for staff to enhance understanding of dietary needs and senior nutrition guidelines.
- Create and present engaging menus, nutrition education materials, and activities for meal recipients.
- Offer individual dietary counseling to program participants as needed.
- Mentor dietetic students and interns, fostering professional growth within the organization.

## **QUALIFICATIONS AND EXPERIENCE:**

- Bachelor's or Master's degree in Dietetics, Nutrition, or a related field from an accredited institution, meeting the requirements of the Commission on Dietetic Registration (CDR) for credentialing as a Registered Dietitian Nutritionist (RDN).
- Must have reliable transportation for professional appointments, community outreach, and special events as needed.
- Self-starter with the ability to work independently, prioritize tasks, meet deadlines, and adapt to changing circumstances.
- Strong organizational, verbal, written, and interpersonal communication skills, with the ability to engage professionally with diverse stakeholders, including meal recipients, colleagues, volunteers, and community partners.
- Comfortable with remote work as needed, based on organizational needs or public health directives.
- Proficient in Microsoft Office Suite and other electronic systems; familiarity with Google Workspace and Canva is a plus.
- Ability to work in a dynamic office environment with interruptions and occasional noise.
- Capable of performing light physical tasks, including lifting up to 20 lbs., and standing for extended periods.
- Ability to engage with MOW Yolo's Culture of Innovation, contributing ideas that advance the organization's mission and vision.

## **POSITION LICENSES/CERTIFICATIONS/VACCINATIONS:**

- Registered Dietitian Nutritionist (RDN) with the Commission on Dietetic Registration (CDR).
- ServSafe Manager Certification (MOW Yolo will pay for this training if needed).
- Professional Liability Insurance preferred, but not required (Medically Tailored Meals).

## **COMPENSATION AND BENEFITS**

- \$35.00 - \$38.00 per hour, contingent upon experience, payable per the regular payroll schedule and subject to applicable withholding and payroll taxes and other deductions required by law.
- Part-time employees receive vacation and sick time accrual, 10 paid holidays annually, and may participate in a 401(k) Retirement Savings Plan.

## **APPLICATION PROCEDURE AND TIMELINE**

Please submit your resume to [HR@mowyolo.org](mailto:HR@mowyolo.org). Applicant screening will be ongoing as we seek to fill this position promptly.

## **ABOUT MEALS ON WHEELS YOLO COUNTY**

Meals on Wheels Yolo County (MOW Yolo) has been dedicated to providing nutritional support to seniors across Yolo County since the 1970s. Initially established as part of a program led by St. John's United Church of Christ in Woodland, MOW Yolo has since evolved into a robust nonprofit organization, steadily expanding to reach more communities countywide. Our mission, "To nourish and engage seniors in Yolo County," reflects our commitment to addressing food insecurity and social isolation among vulnerable older adults. MOW Yolo's core programs include Home Delivered Meals, Cafe Yolo Social Dining, and the Weekend Food Project. These initiatives ensure that seniors receive nutritious meals, companionship, and critical social engagement, empowering them to age in place with dignity and independence. Our organization operates through partnerships with local governments, nonprofits, community centers, and volunteers, ensuring a collaborative

approach to meeting the growing needs of Yolo County's senior population. Through these efforts, MOW Yolo serves as a lifeline to thousands of seniors, promoting wellness and connection for the region's most vulnerable residents.

All positions at Meals on Wheels Yolo County serve as ambassadors to ensure the resources needed for our success, and an innovative, entrepreneurial spirit is encouraged to accomplish both individual and organization-wide objectives. Visit our website for more details about our impact: [www.mowyolo.org](http://www.mowyolo.org)

***Meals on Wheels Yolo County is an Equal Opportunity Employer***