

## **JOB TITLE: DIRECTOR - SCHOOL NUTRITION SERVICES**

### **GENERAL STATEMENT OF JOB**

Under limited supervision, performs responsible administrative and supervisory work in the development and implementation of the Schools Child Nutrition program. Work involves planning, organizing, directing and administering a nutritious, appealing and cost effective cafeteria food service program in accordance with local, state and U.S. Department of Agriculture rules and regulations pertaining to the preparation and delivery of meals to school students and community agencies, and applicable fiscal regulations pertaining to accounting and reporting of expenditures and receipts. Employee is responsible for developing and implementing, through subordinate supervisors, systems for providing quality food production and service, food supply and service procurement through competitive bidding, and procurement or renovation of facilities and equipment. Employee is also responsible for administering personnel policies, programs, rules, and regulations in accordance with applicable federal, state and local laws, ordinances, policies and procedures. Work also involves working with Schools educators to provide nutrition activities for students, and maintaining public relations, which facilitate a positive image of Child Nutrition programs. Reports to Chief Financial Officer.

### **MINIMUM TRAINING AND EXPERIENCE**

Bachelor's degree in food services management, nutrition, business, or a related field, and 6 to 9 years of experience in food services management or a related field; or any equivalent combination of training and experience which provides the required knowledge, skills and abilities.

### **SPECIAL REQUIREMENTS**

Must possess a valid North Carolina Driver's License.

Salary Range: \$5,229 - \$9,480 per month

Interested individuals should send a cover letter and resume to Chapel Thompson, [thompsc6@gcsnc.com](mailto:thompsc6@gcsnc.com), Guilford County Schools Finance Office, 712 N. Eugene Street, Greensboro, NC 27401, phone (336) 370-8343, fax (336) 370-8306.